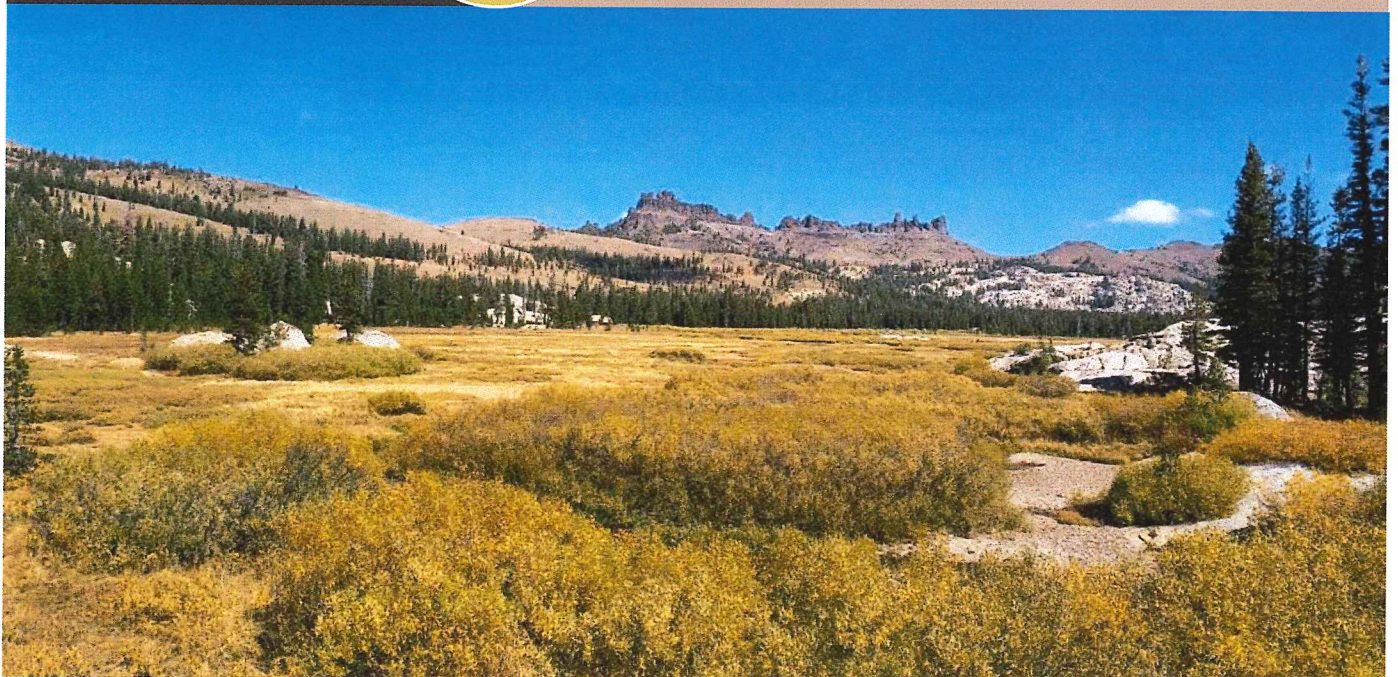


CRA

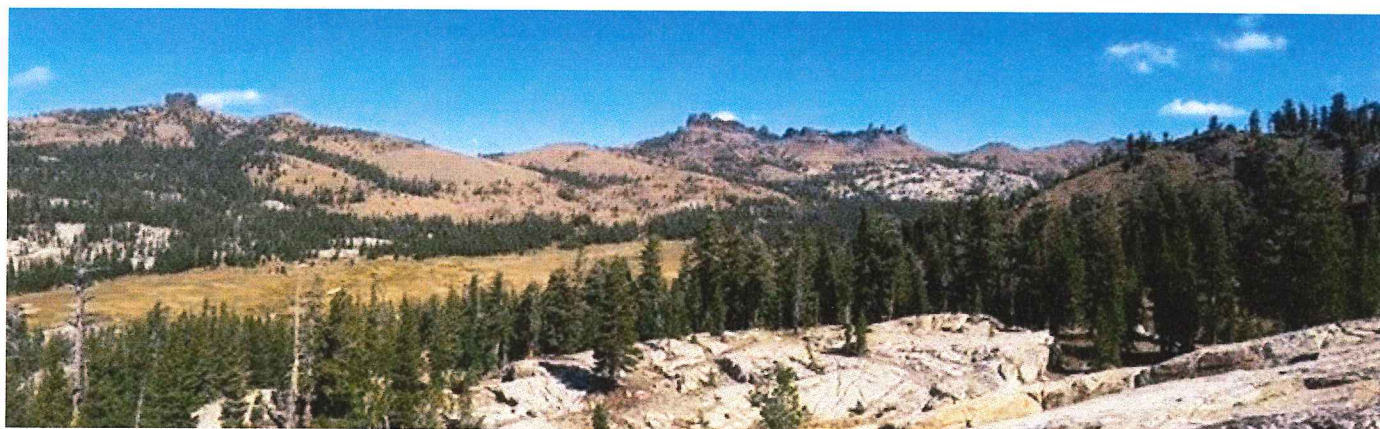
2016

Community Resources Agency
Annual Report



Cooper's Meadow, Emigrant Wilderness. Photo courtesy of Tanya Allen

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Cooper's Meadow, Emigrant Wilderness. Photo courtesy of Tanya Allen

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Introduction

Bev Shane, AICP

Community Resources Agency
Director



Our mission is to provide responsible stewardship of community resources in Tuolumne County by providing land use, transportation, construction, housing, environmental, and public safety information and services in an efficient, courteous, professional, and cost-effective manner with the highest degree of customer service.

The year 2016 was one of transition for the Tuolumne County Community Resources Agency as six employees with over 150 years of cumulative experience retired. Their positions were not filled as a budget saving measure.

Deputy CRA Director of Community Services Mike Laird and Road Superintendent Ray Ingalls retired in July. Because their positions were not filled, Supervising Planner Adam Paszkowski assumed many of Mike Laird's duties while Ray Ingalls' responsibilities were divided among Deputy CRA Director of Roads Duke York and the Road Supervisors.

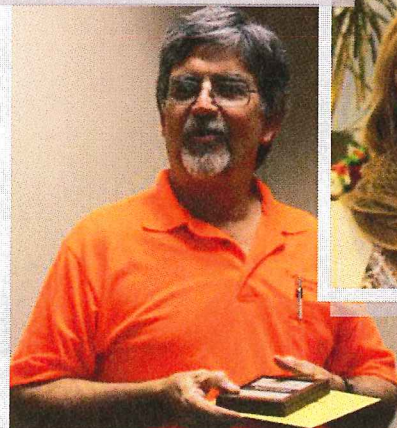
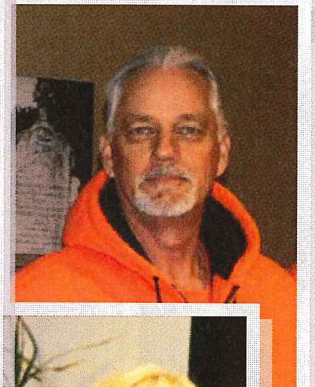
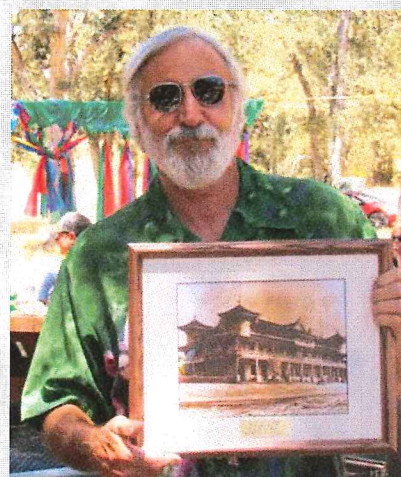
In August, Construction Services Technician John Burkett retired leaving a large gap in the three-member Road Services Division. Senior Engineering Technician Kevin Burns and Road Crew Leadworker Fred Mote retired in November and Senior Road Worker Christine Leers retired in December.

The loss of all of these experienced employees created significant challenges for the CRA in 2016, especially for the Roads Division, which has sustained losses in its staffing over the past few years due to decreasing revenues for road maintenance.

The CRA Director and Engineering Staff worked with the Board of Supervisors to lobby for legislation to provide more funding to address the deteriorating infrastructure in the State by sending correspondence to the Governor and the State Legislature. Despite those efforts and special legislative sessions, a funding bill has not been approved resulting in further decrease in the County's Road Fund.

In 2016, CRA Staff continued to work with the Office of Emergency Services to address the ongoing effects of the drought and the tree mortality emergency. The CRA Staff also continued to fulfill their Mission Statement, and had many accomplishments in 2016 that are discussed in this report.

At right, from top: Road Crew Leadworker Fred Mote, Deputy CRA Director Mike Laird, Road Superintendent Ray Ingalls, Construction Services Technician John Burkett, Senior Road Worker Christine Leers, and Senior Engineering Technician Kevin Burns.

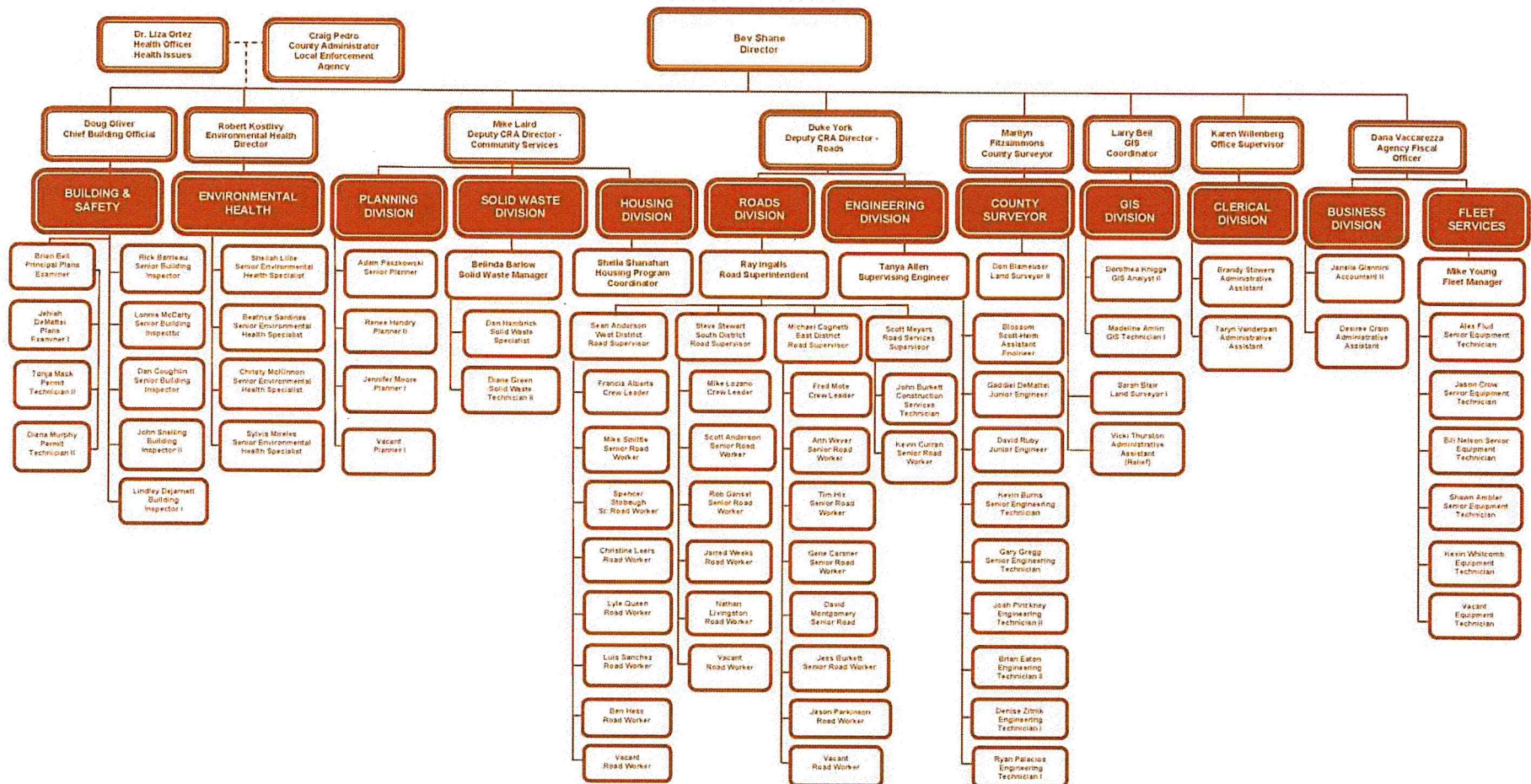


Organizational Chart

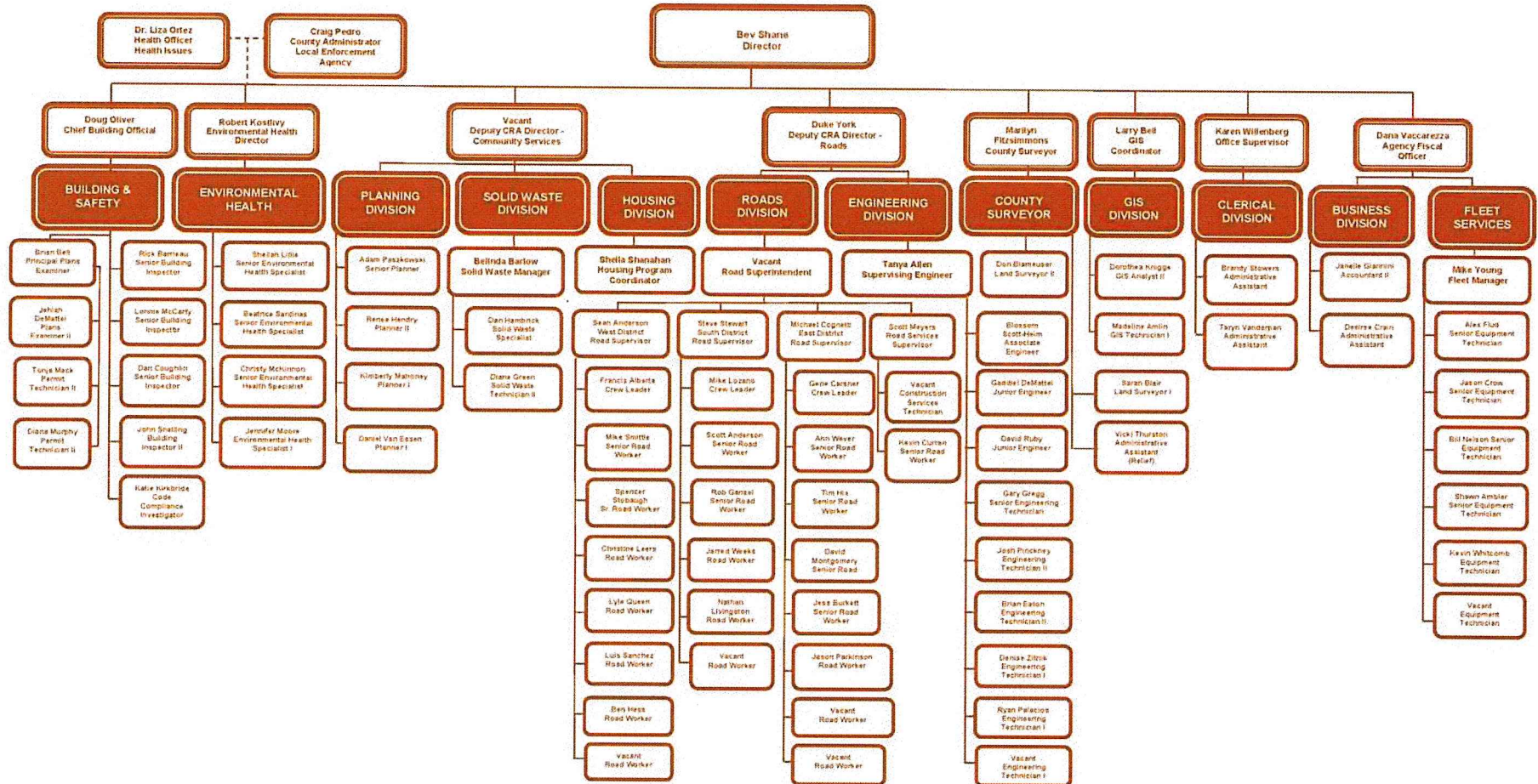


Tuolumne County Community Resources Agency

June 2016



December 2016



Public Information Center



WHAT WE DO

The Public Information Center is the “front door” and primary hub of activity for the Community Resources Agency, providing a comprehensive information gathering experience for all who enter.

Public Information and Application Process

The Public Information Center—also known as the “Counter”—is staffed by personnel from the Building and Safety, Engineering, Environmental Health, Housing, GIS, and Planning Divisions and the Fire Prevention Division of the Fire Department. It is the first stop for those with questions about developing their property and obtaining necessary permits and other entitlements.

The Community Resources Agency is proud of its reputation for providing “outstanding, exceptional, and friendly” customer service in an efficient, helpful, and respectful manner. Diana Murphy and Tonja Mack, the Agency’s Permit Technicians, are typically the first to greet visitors at the Counter, and do everything possible to ensure that they leave with the information they sought and a smile on their faces. They receive support from their coworkers from the various CRA Divisions.

Frequently requested documents and information include land use development application forms, instructions for various types of applications, General Plan text and land use diagrams, environmental documents, and information regarding Commission and Committee meetings. These documents are available on the Tuolumne County website at www.tuolumnecounty.ca.gov as well as at the Counter.

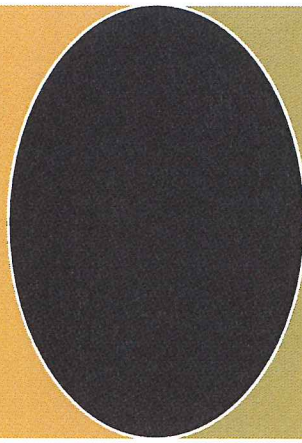
One of the primary functions of the Community Resources Agency is to process land development applications. The table to the right itemizes the 2,128 applications that were processed by Staff in 2016, an increase of 132 over the 1,996 applications processed in 2015. Details regarding the application process for specific Divisions are located in the various sections of this report.

Staff also reviews other applications, including those for fictitious business names, State Department of Alcoholic Beverage Control (ABC) licenses, Special Event Permits, Abandonments, Lot Line Adjustments, and Demolition Permits.

Type of Application	Number
Building Permits	1,435
Encroachment Permits	96
Grading Permits	31
Water Well Permits	88
Septic System Permits	311
Agricultural Preserve Alterations	4
Conditional Use Permits	22
Development Agreement	1
General Plan Amendments	3
Parcel Maps - CEQA Review	4
Parcel Maps - CEQA Exempt	55
Planned Unit Development Permits	1
Site Development Permits	6
Site Review Permits	3
Subdivision Maps	1
Variances	5
Williamson Act Contracts	7
Zone Changes	11
Pre-Application Reviews	2
Other Projects	42
TOTAL	2,128

Code Compliance Program

Doug Oliver,
Code Compliance Officer

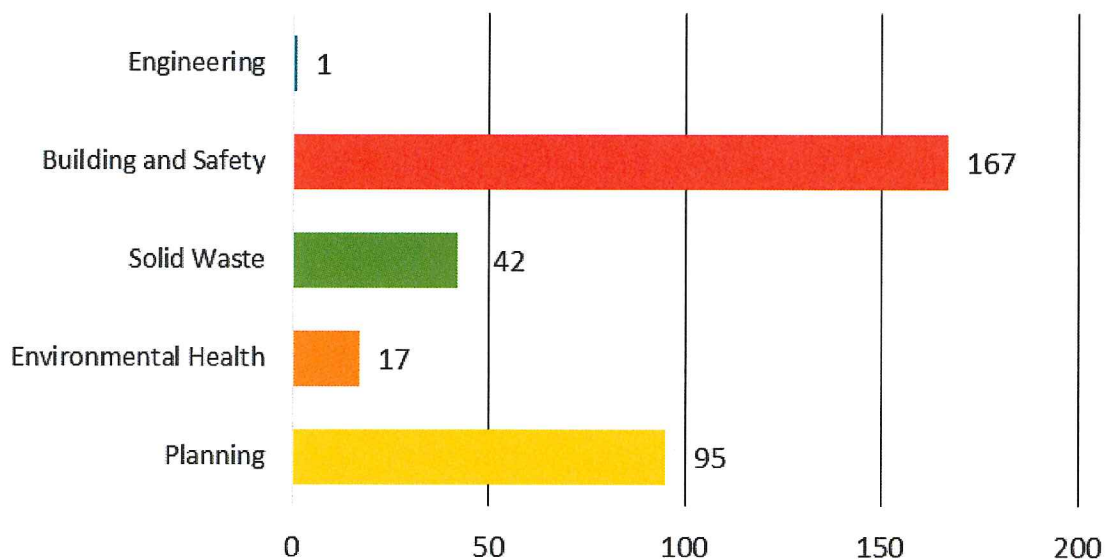


WHAT WE DO

The Community Resources Agency (CRA) is responsible for receiving and processing all complaints of violations of the provisions of the Tuolumne County Ordinance Code that the CRA has authority to enforce. These violations are enforced through the Code Compliance Program.

In November of 2014, the Board of Supervisors adopted amendments to Chapter 1.10 of the Tuolumne County Ordinance Code, which included transferring the duties and responsibilities of the Code Compliance Officer from County Counsel to the Chief Building Official. This direction centralized all code compliance coordination and activities in the Community Resources Agency, further streamlining communication and case management.

2016 Code Compliance Complaints

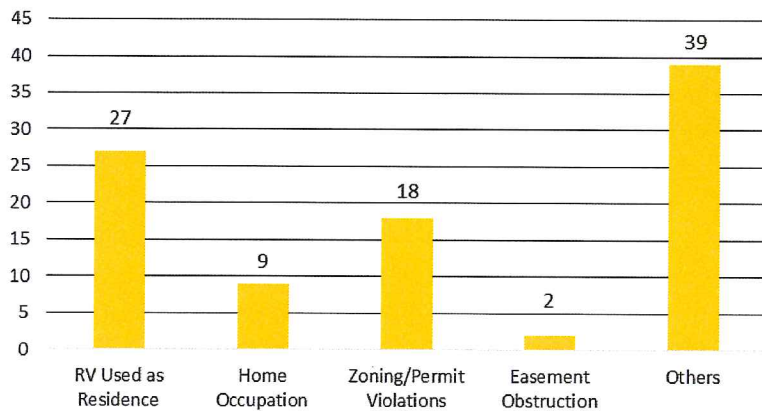


Due to staffing reductions, the Board of Supervisors has directed that code compliance response to complaints and case management be a lower priority to other staff workload, unless a violation creates a health and safety concern. Due to the need to manage rising casework, and the enforcement of cannabis regulations in the zoning ordinance, the Board of Supervisors authorized the hiring of a Code Compliance Investigator in 2016. In August of this year, Katie Kirkbride was hired to fill the position of Code Compliance Investigator and began managing the total caseload of the Planning Division and Building and Safety Division under the direction of the Code Compliance Officer.

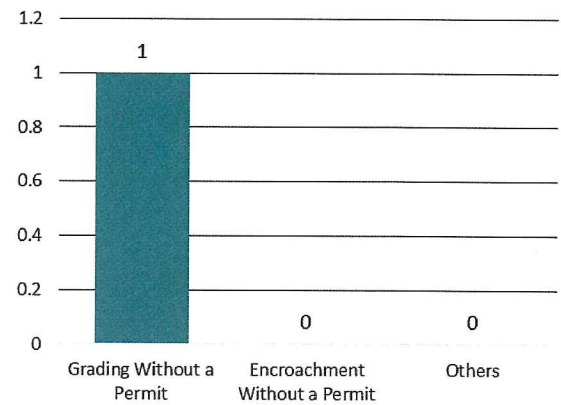
The greatest number of complaints received are related to construction without permits, living in recreational vehicles, and illegal dumping of solid waste.

Below are graphs identifying the code compliance activities of each enforcement Division in the Community Resources Agency during 2016. Substandard Housing violations are violations of State Housing Law that are primarily enforced by the Building and Safety Division. However, substandard housing related to mold are primarily enforced by Environmental Health and indicated below as “other” violations.

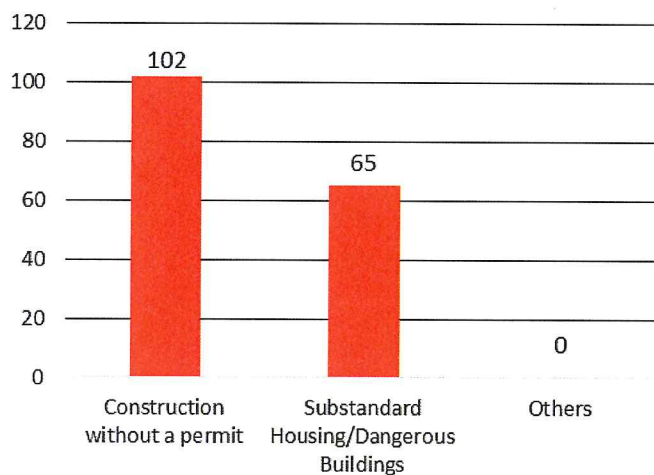
Zoning Violations



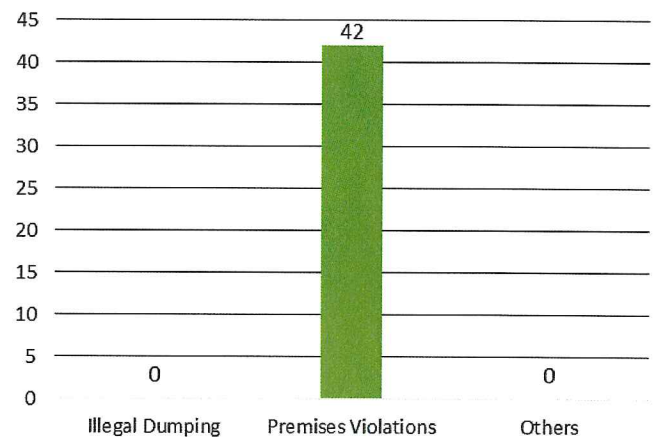
Engineering Violations



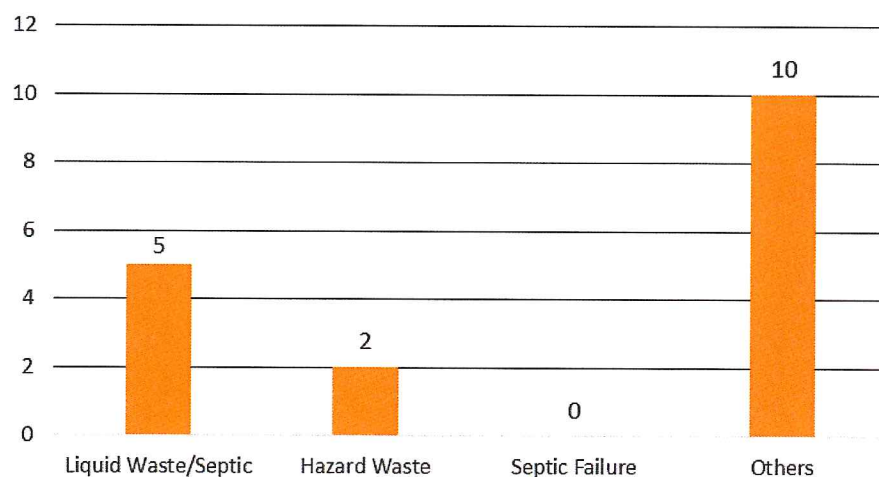
Building Violations



Solid Waste Violations



Environmental Health Violations



Code Compliance Process



Above: Abatement of a residence

The code compliance process begins when a complaint is received, either verbally or in writing. Each complaint is recorded, and given a control (case) number. A site inspection is then conducted to determine if a violation exists. If no violation is confirmed, the case is closed. If a violation is confirmed, appropriate actions are taken to mitigate the violation, and bring the property into compliance with County Codes.

Through the adoption of Ordinance 3195 in March of 2012, the notification and penalty processes have been streamlined. An Opportunity to Correct notice is now issued for all violations of the Tuolumne County Ordinance Code. The Opportunity to Correct explains the violation, describes the actions necessary to correct the

violation, and provides a reasonable amount of time for the owner to bring the property into compliance. If the property is brought into compliance, there are no penalties or abatement costs assessed against the responsible party. If the property is not brought into compliance within the appropriate time frame, a Notice and Order will then be issued for failure to comply, which includes penalty and abatement fees for the County to recover its costs in processing the case. If the violation persists after the Notice and Order, a Final Abatement Order is issued, with additional charges. These fees can be assessed against the parcel by the County if the violation is not corrected, or the fees are not paid. Compared to the previous Code Compliance Ordinance, this process removes two notification steps, saving several hours of processing time for each case managed by our Agency.

Once a Notice and Order has been issued, the property owner may file a written request for an appeal hearing, if he or she believes they are not in violation of County Codes. The appeal hearing is limited to determining whether or not a violation exists; the amount of the penalty may not be negotiated. However, the property owner can seek relief from the penalty by filing a written request with the Chief Building Official, who serves as the County's Code Compliance Officer.

Tuolumne County Community Enforcement Team

The Tuolumne County Community Enforcement Team (TCCET) continued to be an integral part of the County's code compliance program in 2016. The TCCET is comprised of representatives from the Sheriff's Department, Child Welfare Services, Animal Control, Fire Prevention Division, Environmental Health Division, Adult Protective Services, Solid Waste Division, Building and Safety Division, and Planning Division, who work together to coordinate the enforcement activities of the various County agencies by identifying locations with multiple violations.

The TCCET meets on an as-needed basis, and actively participates in joint inspections and exchanges of information. In

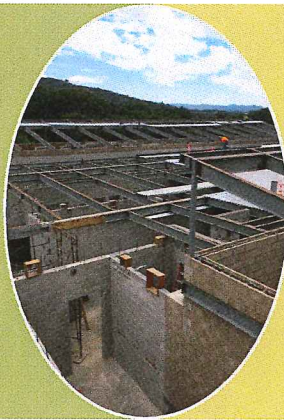
2016, members of the TCCET collaborated on the abatement of the Confidence Inn, a fire-damaged structure that which became a public hazard when it was broken into and repeatedly vandalized.



Above: Abatement of the Confidence Inn

Building and Safety Division

Doug Oliver,
Chief Building Official

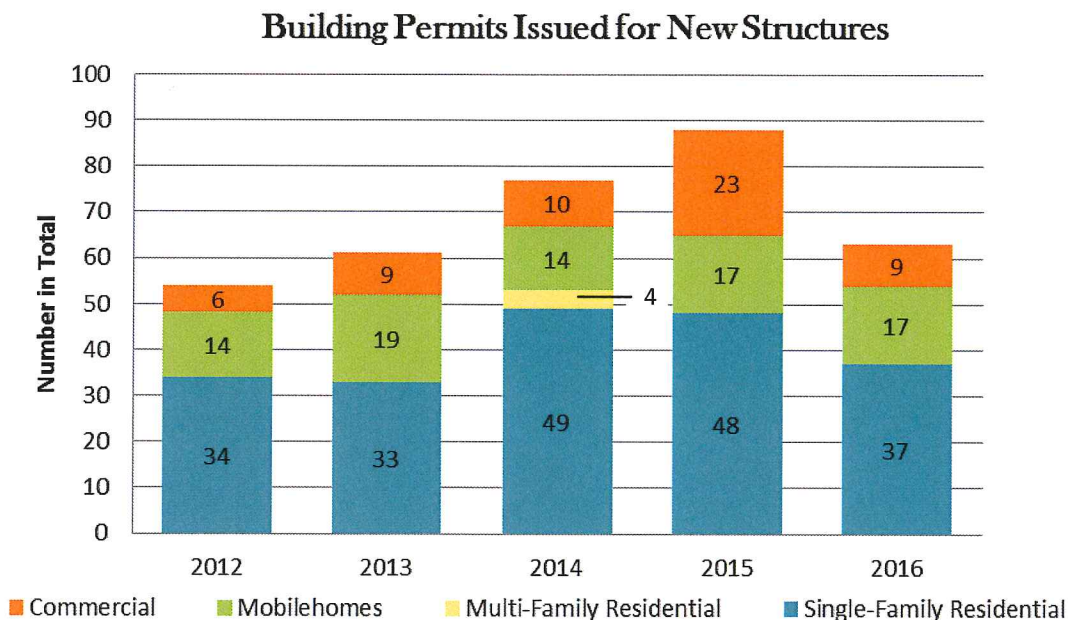


WHAT WE DO

The Building and Safety Division is responsible for overseeing the general safety of all construction of residential, commercial, and industrial structures in the unincorporated area of Tuolumne County.

Permitting

During 2016, a total of 1,435 Building Permits were issued. Permit issuance increased by 59 from last year's total of 1,376. While single family permit issuance went down slightly, the number of applications rose by 76 in response to the Building Code updates that became effective on January 1, 2017. Below is a graph illustrating the numbers and types of permits issued for new structures during the past five years:

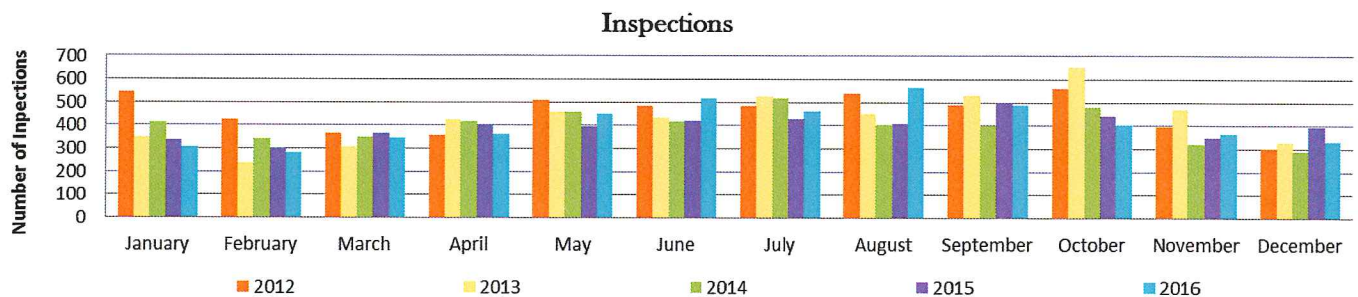


The Building and Safety Division improved customer service by launching the Online Permit Processing program. The Online Permit Processing program interfaces with the County's permit tracking software and allows customers to create accounts online to manage permit applications, plan review responses, and inspection requests.

The Building and Safety Division also offers Electronic Inspection for some types of permits. This allows contractors to upload pictures of the work in progress and attach them to the Building Permit by means of a computer, tablet, or smartphone through the County website. Staff verifies the work performed electronically thereby eliminating travel time and increasing productivity.

Inspections

A total of 4,872 building inspections were conducted in 2016. The number of inspections appears steady, but the complexity and the time spent on the inspections have increased, due to the number of larger projects submitted.



The Building and Safety Division is mandated by State Law to enforce the following Codes and Regulations:

- The California Building Code, Volumes 1, 2
- The California Residential Code
- The California Mechanical Code
- The California Plumbing Code
- The California Electrical Code
- The California Green Building Standards Code
- The California Energy Code
- The California State Historical Building Code
- California Code of Regulations, Title 25 Housing and Community Development Chapter 2, (Mobile Home Parks Act)

In order to keep the builders in our community informed of the most current construction standards, the Building and Safety Division provided a series of training events as a free service. The events addressed current inspection standards and information on the 2016 construction codes, which went into effect on January 1, 2017

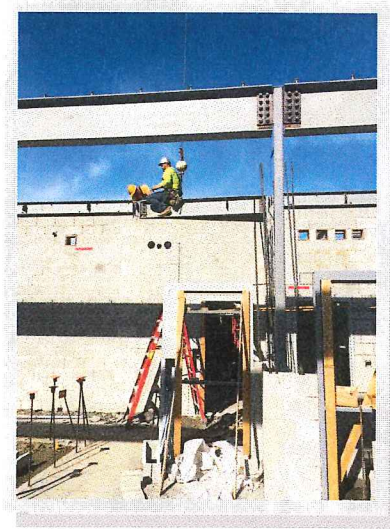


Staff

Due to the amount of staff time the Senior Building Inspectors devoted to the Juvenile Detention Center project and the Rush Creek hotel complex, the Building and Safety Division was required to reduce its number of Building Inspectors by one employee during 2016. Lindley DeJarnett, Building Inspector I, left employment in July of this year to pursue a private

industry venture, and his position remains vacant.

In 2016, significant staff time was directed to the construction of The Rush Creek resort project. Daily inspections by up to three inspectors was required in order to keep the



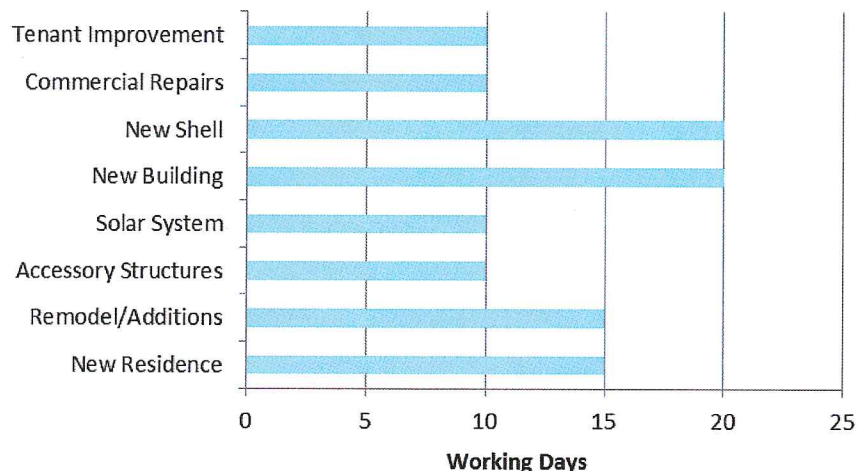
project moving forward. In addition, the Mother Lode Regional Juvenile Detention Center required daily inspections by a Senior Building Inspector and regular oversight from the Chief Building Official.

The biggest advancement in Building Division function was the unveiling of the Online Permit Management system. Our new program allowed building permit applicants to manage all aspects of their permit applications on line. In addition home owners and contractors can use the system to apply, obtain, and schedule inspections for Re-Roofing, Water Heater installation, Roof-Mount Solar System installation, and other minor permit types.

Review Time

The Building and Safety Division has established target time frames for review construction plans and processing Building Permit applications:

Processing Permit Applications



Education and Certifications

The State of California requires that Building Department personnel, including the Chief Building Official, Plans Examiners, and Building Inspectors, pass the International Conference of Building Officials (ICBO) tests and complete 45 hours of training every three years, and that the continuing education be related to the enforcement of Title 24 of the California Code of Regulations. The Building and Safety staff members have received the following certifications:

Chief Building Official, *Doug Oliver*

- AA Degree in Building Technology
- California Building Official Credential CALBO
- Building Inspector ICBO
- Building Inspector IBC
- Plumbing Inspector ICBO
- Residential Mechanical Inspector ICC
- Residential Electrical Inspector ICC

Principal Plans Examiner, *Brian Bell*

- Plans Examiner UBC/IBC
- CABEL Residential/Commercial Energy Plans Examiner
- Certified Accessibility Specialist (CASP) DSA
- Certified Plans Examiner CALBO
- Certified Building Official Credential CALBO
- California Codes Credential CALBO
- Residential Building Inspector ICC

Plans Examiner I, *Jehiah DeMattei*

- Plans Examiner IBC
- Residential Building Inspector ICC

Permit Technician, *Tonja Mack*

- Permit Technician ICC
- Permit Technician Credential CALBO

Permit Technician, *Diana Murphy*

- Permit Technician Credential CALBO

Building Inspector II, *John Snelling*

- Commercial Building Inspector ICC
- Residential Building Inspector ICC
- Plumbing Inspector ICC

Senior Building Inspector, *Rick Barrieau*

- Building Inspector ICC
- Residential Building Inspector ICC
- Plumbing Inspector IAPMO
- Residential Electrical Inspector ICC
- Residential Mechanical Inspector ICC

Senior Building Inspector, *Dan Coughlin*

- Building Inspector ICC
- Plumbing Inspector IAPMO
- Mechanical Inspector IAPMO
- Residential Electrical Inspector ICC
- Plans Examiner (IBC)

Senior Building Inspector, *Lonnie McCarty*

- Plans Examiner ICC
- Building Inspector ICC
- Concrete Special Inspector ACI
- Residential Electrical Inspector ICC

ISO Annual Training



The Insurance Service Office (ISO) grades the County's fire protection services and reviews the Division of Building and Safety as one of many factors in establishing a rating for insurance purposes. In 2016, the ISO has awarded the Tuolumne County Building and Safety Division a rating of 3. One of the factors used to establish these ratings is the certification of the Building Inspectors and the training they receive. The Chief Building Official and Principal Plans Examiner have accrued over 16 hours of disabled access training. Incentives are provided by the County for obtaining additional certifications.

Planning Division



WHAT WE DO

The Planning Division provides guidance on the long and short range growth and development of Tuolumne County, and is responsible for administering the General Plan, Zoning Ordinance and local development regulations, and implementing the California Environmental Quality Act (CEQA) and state and federal laws related to land use and development.

Staff

The Planning Division experienced a transition in staffing during 2016. Mike Laird, Deputy CRA Director of Community Services retired in July. In addition, Alex Guilbert, Planner II and Jennifer Moore, Planner I left the Planning Division to seek careers in other fields. In September, Kim Mahoney and Daniel Van Essen were hired as Planners to fill the vacant positions. The Planning Division continued to be staffed in 2016 by Supervising Senior Planner Adam Paszkowski and Planner II Renee Hendry.



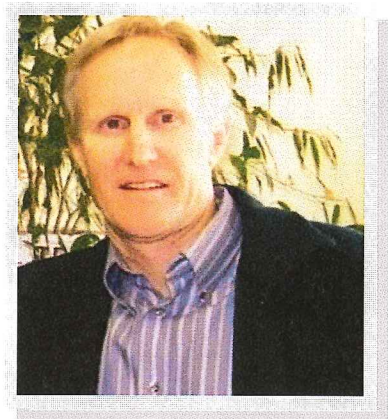
From left: Dan Van Essen, Renee Hendry, Adam Paszkowski, and Mike Laird.

Not pictured: Kim Mahoney

Responsibilities

The Planning staff provides support to the following Commissions and Committees:

- Tuolumne County Planning Commission (TCPC)
- Historic Preservation Review Commission (HPRC)
- HPRC Demolition Review Committee (HPRCDRC)
- Local Agency Formation Commission (LAFCO)
- Airport Land Use Commission (ALUC)
- Board of Supervisors Planning Committee (BOSPC)
- Board of Supervisors Solid Waste Committee (BOSSWC)
- Board of Supervisors Housing Policy Committee (BOSHPC)
- Housing Loan Review Committee



The Division also provided planning and environmental expertise on myriad land development proposals, administered the County's Surface Mining and Reclamation Act (SMARA) program, staffed the Public Information Center, and participated in other activities which are summarized throughout this section.

STAFF TRAINING

In order to work effectively as a Planner in Tuolumne County, substantial training is required. Planners must be familiar with numerous Federal and State laws, as well as County ordinances. During 2016, planning issues within the State and County spheres continued to evolve. To stay abreast, members of the Planning Staff attended numerous training sessions:

CRA Director, *Bev Shane*

- California County Planning Directors Association Meeting
- Ralph M. Brown Act Training
- Cultural Resources Training
- Various Public Sector Employment Law Sessions
- Land Use Law Update
- AB 1234 Ethics Training

Senior Planner, *Adam Paszkowski*

- Local Government Historic and Cultural Resources Training
- CALAFCO Annual Conference
- CEQA Training
- OPR CEQA Traffic Impact Webinar
- Ralph M. Brown Act Training
- Crash Course for the First Time Manager
- LCW Handling Grievances
- LCW Disciplinary and Harassment Investigations
- LCW Evaluation, Documentation & Discipline
- LCW Maximizing Supervisory Skills for the First Line Supervisor
- Mining Law Modernization AB1142 & SB209

Deputy CRA Director, *Mike Laird*

- OPR CEQA Traffic Impact Webinar
- AB 1234 Ethics Training

Planner, *Alex Guilbert*

- Local Government Historic and Cultural Resources Training

Planner, *Renee Hendry*

- Protect Yourself – Self Defense
- CALAFCO Staff Workshop
- CEQA Training

Planner, *Jennifer Moore*

- Subdivision Map Act

Planner, *Kimberly Mahoney*

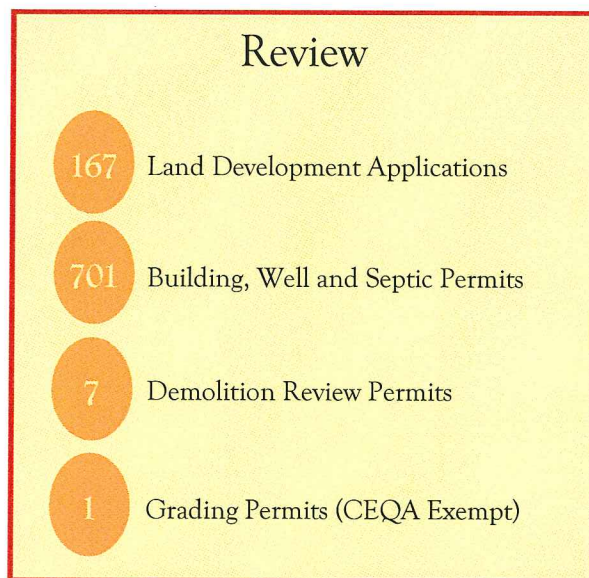
- AEP CEQA Essentials Workshop

Planner, *Daniel Van Essen*

- AEP CEQA Essentials Workshop

Community Resources Director Bev Shane and Deputy Director of Community Services Mike Laird are certified by the American Institute of Certified Planners (AICP) as professional planners. Both of these Planners complete at least 32 hours of continuing education training every two years to maintain this certification.

Land Development Applications + Permit Reviews



In 2016, a total of 167 Land Development applications were received, representing a decrease of 9 from the 2015 total of 176. Of the 167 projects processed in 2016, 90 were "in-house" projects, such as Parcel Maps, Site Development Permits, Site Review Permits, Conditional Use Permits, Variances and Pre-Application Reviews, while 28 were projects requiring review by the Planning Commission or Board of Supervisors, such as General Plan Amendments, Zone Changes, Planned Unit Development Permits, Development Agreements, Subdivision Maps, Williamson Act contracts, or Agricultural Preserve Alterations.

The Division also processed 49 other projects, including abandonment of rights-of-way and easements, Ordinance Code Amendments, Film Permits, determinations of consistency with the General Plan, and public works projects.

Serving in an advisory capacity, the Planning Division reviewed and commented on 701 permits, including Building, Well, Septic, Demolition, and Grading Permits. The number of these types of permits have increased by 42 permits from the 2015 total of 659.

Planning Staff time involved to review these types of permits typically ranges from ten minutes to more than an hour. At a minimum, the Planning Division reviews each application for compliance with zoning regulations and conditions from previous entitlements that may affect use of the parcel. Approximately one-third of these applications also require review for impacts to known cultural resources, consistent with the County's Cultural Resources Management Ordinance. Review of Building, Well, Septic, and Grading Permits for impacts to known cultural resources requires approximately 15 minutes per application. In some cases, however, Planning Staff must conduct a site inspection to evaluate an application, or to verify the location of known cultural resources on a site. Demolition Review Permits for structures over 50 years of age require consideration by the Historic Preservation Review Commission Demolition Review Committee, and therefore require additional Planner time.

Permit Tracking

Permit tracking is the procedure used by the Planning Division to notify project applicants of the impending expiration of Site Development Permits, Site Review Permits, Conditional Use Permits, Variances, Development Agreements, or Planned Unit Development Permits. The Survey Division notifies applicants of the impending expiration of Tentative Parcel Maps and Tentative Subdivision Maps.

Permits are typically valid for three years following project approval, and are activated by the securing of a Building or Grading Permit, or implementation of the use authorized by the permit. Three months prior to a permit's expiration, the project is evaluated to determine whether or not the permit has been activated. If the permit has not been activated, a postcard is mailed to the applicant, advising of the pending expiration, and offers an extension. If an extension is requested and granted, a letter is written to the property owner memorializing the extension, and a copy is placed in the project file. During 2016, nine (9) projects were reviewed and no postcards were sent to property owners, because all projects had been activated.

Public Information Center

During 2016, Planners were available on an “on call” basis to respond to inquiries regarding land development regulations, and assist property owners with the development of their properties. The Planners responded to approximately 50 inquiries per week at the Public Information Center.

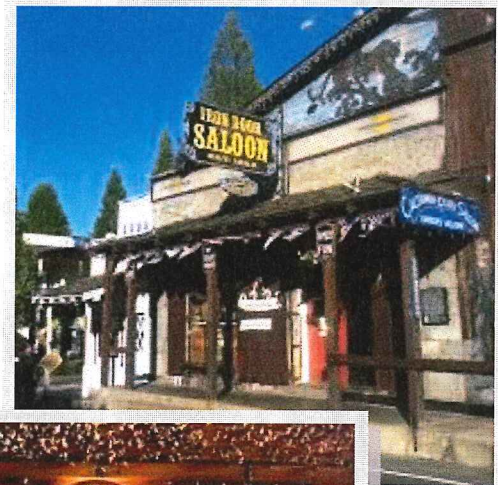
The Planners also assist property owners and realtors by providing the information necessary to complete Natural Hazard Disclosure Statements, which are required by State law prior to the close of escrow when purchasing property or refinancing a loan. In 2016, the Planners completed two (2) Disclosure Statements.

The Planners also review applications for fictitious business names, and issue zoning affidavits through an arrangement with the County Clerk to verify that the business applied for is consistent with the zoning ordinance for its proposed location, and to identify any additional permits required. During 2016, Planners processed 220 zoning affidavits.

Home occupations are allowed in all zoning districts, provided that home businesses are consistent with the regulations specified in the Zoning Ordinance. The Planners assist residents in determining if their proposed business is consistent with the County’s home occupation regulations, and in completing home occupation records. During 2016, the Planners completed 138 home occupation records.

Film Permits

The Community Resources Agency reviews and issues Film Permits, which also incorporate review and feedback from the Roads Division, the Building and Safety Division, and the Environmental Health Division, as well as the Sheriff’s Department and the Fire Prevention Division of the Tuolumne County Fire Department, to ensure that public health and safety are maintained during filming. The Visitors Bureau is the liaison between the production crews and the Community Resources Agency. In 2016, two (2) film permits were issued. “California Dream Eater” was filmed at the historic Iron Door Saloon (pictured to the right) in Groveland and “On the Go with Franco” was filmed in Columbia State Historic Park.



Advance Planning

During 2016, the Planning Division’s primary advance planning project was the comprehensive update of the Tuolumne County General Plan, which is discussed in detail in the General Plan section of this report. In the past year, Planning Division Staff also spent time assisting the Tuolumne County Transportation Council in its efforts to prepare the Regional Transportation Plan Update.

Review of Environmental Planning Documents

The Planning Division reviews environmental documents and other plans and reports prepared by agencies such as Yosemite National Park, Stanislaus National Forest, U.S. Bureau of Land Management, U.S. Bureau of Reclamation, the State of California, and other local jurisdictions, for projects that may affect Tuolumne County, in order to coordinate responses and prepare comments for consideration of the Board of Supervisor's Natural Resources Committee.

Planning Staff also reviews documents and provides comments and data to other local agencies, including Twain Harte Community Services District (THCSD), Jamestown Sanitary District, and Tuolumne Utilities District (TUD).

Assistance to Transportation

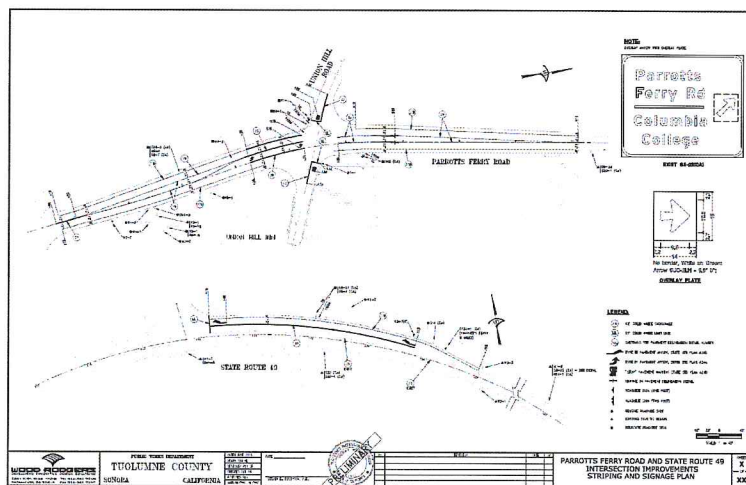
During 2016, the Planning Division assisted the Engineering Division with environmental oversight and review of project studies on:

- Rawhide Road Bridge Project
- Signalization of Fifth Avenue and SR 108/49
- Lime Kiln Road Curtis Creek Bridge Replacement Project
- Intersection Improvements to Parrotts Ferry Road and SR49

During 2016, Planning Staff provided technical support and assisted in coordinating the Environmental Impact Report to be prepared for the update of the Regional Transportation Plan (RTP), led by the Tuolumne County Transportation Council.

Above right: Intersection Improvements to Parrotts Ferry Road and SR 49.

Right: Rawhide Road Crossing Woods Creek Bridge Project



Timber Harvest Plans

In 2016, the Planning Division reviewed 13 Timber Harvest Exemptions referred to the County by the California Department of Forestry and Fire Protection (CalFire) and Licensed Timber Operators, for compliance with the County Zoning Ordinance.

ABC Licenses

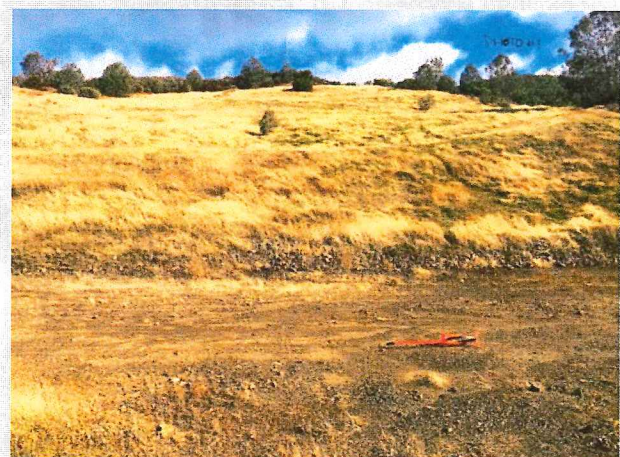
The Planning Division is charged with review of State Department of Alcoholic Beverage Control (ABC) License applications, which involves determining if a site is zoned appropriately for alcohol sales. A total of 17 ABC applications were reviewed by the Planning Division during 2016.

Mine Permitting and Compliance Program

The Planning Division serves as the lead agency compliance staff for the State Surface Mining and Reclamation Act (SMARA) for mines in Tuolumne County. SMARA requires mining operations over a minimum threshold to have approved reclamation plans and financial assurances in place. Annually, the financial assurances are reviewed for adequacy, based on the activity of the operation, in conjunction with the annual SMARA inspection.

Under the County's annual mine inspection program, staff tours each operation, and discusses the changes that occurred during the past year. These inspections are conducted at the end of each year, and inspection reports are prepared and become part of the mining operation's compliance file with the State. To be on the State compliance list, a mine must have submitted a report to the State, been inspected, and have an approved reclamation plan and financial assurances. If a mine is not on the State list, it cannot sell materials to any State agency. Tuolumne County has nine operating mines, including Blue Mountain Minerals Mine, George Reed Quarry, Sierra Rock, Montezuma Quarry, Jamestown Mine, Priest Pit, Pine Mountain Quarry, Cooper Clay Pit, and Cooperstown Quarry.

In 2010, the State Mining and Geology Board considered the status of counties and cities acting as both the operator of a surface mining operation and the lead agency for enforcement of SMARA, and concluded that the same entity should not represent the interests of an operator, while being charged with regulatory authority in terms of inspections and financial assurances. Because the County of Tuolumne CRA Roads Division is the operator of the Priest Pit, the State Mining & Geology Board staff inspects that facility. The reclamation of the Priest Pit has been completed, and the pit officially closed on December 7, 2016.



Top: The Harvard Pit at the Jamestown Mine.

Middle: A truck being filled at Blue Mountain Minerals limestone quarry in Columbia.

Bottom: The Priest Pit was officially closed on December 7, 2016.

GENERAL PLAN IMPLEMENTATION

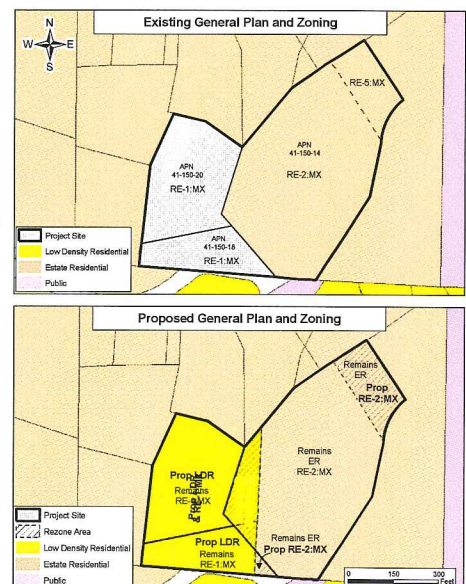
On September 17, 2013, the Board of Supervisors directed the Planning Division to begin drafting a comprehensive update of the Tuolumne County General Plan. In addition to updating the existing thirteen elements and five community plans, the Board directed that two new elements be prepared: a Water Element, and a Healthy Communities Element. Senior Planner Adam Paszkowski was assigned to oversee the General Plan Update, and the Board of Supervisors Planning Committee (BOSPC) was appointed to serve as the steering committee for the General Plan Update.

During the remainder of 2013 and 2014, the Steering Committee reviewed drafts of proposed revisions to all Elements of the General Plan. Revisions requested by the BOSPC were incorporated into all Elements and referred to the Board of Supervisors. In February 2016, County Staff held two scoping meetings on the General Plan Update, one in Sonora with the Board of Supervisors, and another in Groveland. At the meetings, the various Elements of the General Plan were presented and the Board had an opportunity to discuss the various Elements and provide direction to staff for any additional amendments. In addition, the public was invited to provide initial comments on the General Plan update. At these meetings the Tuolumne County Transportation Council also addressed the proposed update to the Regional Transportation Plan.

On August 12, 2015, the Community Resources Agency released the Notice of Preparation of an Environmental Impact Report for the General Plan Update. The deadline for comments on the Notice of Preparation ended on September 11, 2015. On December 7, 2015, the Community Resources Agency released the Draft Environmental Impact Report for the General Plan Update. The public review period was 60 days in length and the deadline to submit comments on the Draft Environmental Impact Report was February 5, 2016. Based on CEQA litigation in the State, and comments received on the Draft EIR, the Board of Supervisors retained a land use attorney to review the Draft General Plan Update and the comments on the Draft EIR and provide advice and options before proceeding with the project. It is expected that the General Plan Update Draft EIR will be re-circulated in 2017.

Land Use Diagrams

In 2016, the Planning Division received three applications from property owners requesting amendments to the General Plan land use diagrams. One of these applications was considered by the Board of Supervisors in 2016. The Board approved the request of Larry and Marie Jo Barr, Edward King, and Richard and Mona Stefanik to amend the General Plan land use designation of a 3.6± acre portion of a 9.2± acre site from Estate Residential (ER) to Low Density Residential (LDR) to facilitate a lot line adjustment. The other two General Plan Amendment applications submitted in 2016 will likely be considered by the Board in 2017.



Land Use Element

The focus of the Land Use Element of the General Plan is to identify areas suitable for development of various land uses, to meet the needs of the County as it continues to grow, and to provide for compatibility of such uses. There were no changes made to the Land Use Element in 2016.

Circulation Element

The Planning Division continued to provide support to the Tuolumne County Transportation Council (TCTC) and the Roads Division on various transportation issues related to the implementation of the Circulation Element during 2016. The Planning Division continued to implement the Traffic Impact Mitigation Fee Ordinance on a project-by-project basis. During 2016, \$318,579.37 were collected pursuant to this program.



Housing Element

The Housing Element contains seven goals that are designed to provide adequate housing for all of the County's citizens. A discussion of the County's efforts during 2016 to implement each of these goals is found in the Housing Division Section of this document.

Conservation and Open Space Element

During 2016, the Planning Staff continued to implement the Conservation and Open Space Element, which includes measures for conserving timber resources, mineral resources, scenic resources, energy resources, water resources, and biological resources in Tuolumne County.

Planning Staff continued to implement Program 4.L.a of the Water Resources Section via the Water Quality Plan adopted on March 26, 2007, and the Scenic Resources Section by utilizing the Hillside and Hilltop Development Guidelines and Guidelines for Development Along Scenic Routes, during its review of land development applications, as required by Implementation Programs 4.I.c and 4.I.g of the Scenic Resources Section of the Conservation and Open Space Element.



The Planning Division also continued to oversee the County's Surface Mining Reclamation Program, to implement the State Surface Mining and Reclamation Act (SMARA) and the Mineral Resources Section, as described in the Mine Permitting and Compliance Section of this report.

During 2016, Planning Staff continued to work with developers to mitigate impacts to biological resources resulting from land development, primarily by implementing mitigation measures identified in the project-specific evaluations.

Safety Element

The Safety Element of the General Plan addresses geological hazards, flood hazards, fire protection, the criminal justice system, emergency services, and hazardous materials.

During 2016, the Safety Element continued to be implemented on a project-by-project basis. Land development applications were reviewed by the Planning Division for geological and flood hazards. Such applications were referred to the Fire Prevention Division of the Tuolumne County Fire Department, CalFire, the local Office of Emergency Services, and other jurisdictional fire



Above: Damage to Kewin Mill Road caused by recent flooding.

protection agencies and emergency service providers, for identification of applicable fire protection and emergency services regulations. Applications were referred to the Sheriff's Department for review of impacts to the criminal justice system. The Fire Prevention Division and the Environmental Health Division reviewed applications for identification of any hazardous materials issues and applicable regulations.

The Flood Hazard Section of the Safety Element is implemented through Chapter 15.24 of the Tuolumne County Ordinance Code – Flood Damage Prevention. Tuolumne County participates in the National Flood Insurance Program. Flood hazard zones are identified on the Federal Emergency Management Agency Flood Insurance Rate Maps. The Community Resources Director serves as the County's Flood Zone Administrator. During 2016, Planning Division staff continued to assist property owners in determining the extent of flood zones on their property. Determinations were made in conjunction with review of 701 applications for Building, Well, and Septic System Permits and two Natural Hazard Disclosure Statements. Such determinations allow the County to protect the floodways, and assist property owners in obtaining flood insurance, when necessary. No building permits were issued during 2016 that would allow construction of structures within any designated flood hazard zone.

Noise Element

During 2016, the Noise Element was implemented on a land development project-by-project basis. Each application for a discretionary land development entitlement was reviewed for compliance with the Noise Element, pursuant to Implementation Program 5.A.a, and conditions were applied, where necessary, to ensure that noise generated or received by new development is within the acceptable range established by the Noise Element.

Public Services and Facilities Element

Similar to the Safety and Noise Elements, the Public Services and Facilities Element has primarily been implemented on a project-by-project basis, with each land development application being reviewed for consistency with the standards for water, sewer, and other services established in this General Plan Element.

Cultural Resources Management Element

The Cultural Resources Management Element recognizes the importance of past activities that have shaped Tuolumne County's "sense of place." Some of the goals of this element include:

- Identification of prehistoric and historic resources;
- Providing incentives for protection;
- Promoting economic activity compatible with a historic environment;
- Developing a consistent and predictable environmental review process;
- Maintaining the County's cultural heritage;
- Promoting community appreciation through education; and
- Setting an example for cultural resources management.

Identification of resources is accomplished in a number of ways. One is the completion of cultural resources inventories of the developed communities within the County. Six such cultural resources inventories have been created, which include a history of the subject community, and a brief survey and catalog of the historic structures in the community. The communities inventoried include Chinese Camp, Big Oak Flat and Groveland, Soulsbyville, Jamestown, Tuolumne, and Columbia. An inventory of Twain Harte is partially complete, but the unavailability of grant funding has slowed its completion.

Incentives for the conservation of cultural resources include the County's Mills Act program, which grants property tax relief to owners of eligible properties. In 2016, several inquiries were fielded, but no applications were submitted for Mills Act contracts.

Planning Staff uses the County's cultural resources database and historic maps to determine if development projects will impact known cultural resources. The database was created under an agreement with the State Office of Historic Preservation and the Central California Information Center, located at California State University, Stanislaus in Turlock. Since 1999, applicable ministerial projects, such as building, well, and septic permits, have been reviewed to determine if the proposed improvements would impact a known cultural resource. In most cases, there are no impacts. When resources are identified, the project can usually be redesigned to avoid the resource.

During the review of discretionary entitlements, such as a Tentative Parcel Map or Conditional Use Permit, a cultural resources survey of the affected property may be required if the site exhibits characteristics that indicate that there may have been prehistoric or historic activities on the site, such as the presence of a water source, evidence of prehistoric or historic activities on the site, or proximity to a known resource. The cultural resources survey, completed by a qualified professional at the applicant's expense, includes a history of the ownership and use of the property, and documents any resources that are found on the property. Mitigation measures are typically adopted to minimize impacts to identified cultural resources that are determined to be significant. These studies add to the collective knowledge of the County's cultural resources.

Title 14 of the County Ordinance Code, Cultural Resources, implements the Cultural Resources Management Element of the General Plan as it relates to development projects. Chapter 14.08 addresses demolition of historic structures. Prior to demolition of a structure that is at least 50 years old, the Historic Preservation Review Commission Demolition Review Committee must conduct a review of the application. While such applications must be approved or conditionally approved, this process allows for conservation of other historic elements on a site or, where necessary, recording of information about the structure to be demolished for future reference. During 2016, seven Demolition Reviews were issued for removal of structures.

Recreation Element

The Recreation Element of the General Plan is implemented through the provision of recreational facilities in new residential developments, or through the payment of in-lieu recreation fees. In 2016, the Board of Supervisors considered amendments to an approved subdivision for Edward and Carla Brown for their senior housing project on Eagle Ridge Drive West. This subdivision proposes to construct recreational amenities including bocce ball courts, horseshoe pits, and picnic tables as well as walking paths placed throughout the development.

Agricultural Resources Element

During 2016, Planning Staff continued to provide interpretation of the policies and programs contained in the Agricultural Resources Element to property owners considering development. Of particular interest are the policies designed to prevent premature conversion of agricultural land and protect adjacent agricultural lands from impacts generally associated with land development. Planning Division Staff typically attends meetings of the Agricultural Advisory Committee, to assist the Committee in its consideration of land development applications involving parcels under Williamson Act contract, and those consisting of, or located adjacent to important agricultural lands. During the past year, 11 applications were received and forwarded to the Agricultural Advisory Committee.

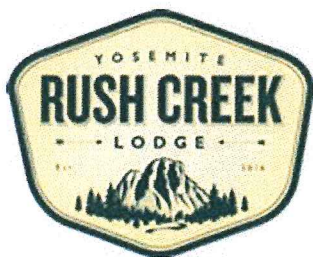
As part of the Environmental Impact Report for the General Plan Update, amendments to the Agricultural Resources Element, Zoning Ordinance, and Resolution 106-04, the County's rules for Williamson Act participation was evaluated in the Draft EIR, as directed by the Board of Supervisors, to foster agritourism and change County policy regarding conversion of agricultural land.

During 2016, 271± acres were added to the Williamson Act program and 9,272± acres were removed because contracts expired. No Notices of Nonrenewal were filed by property owners to remove land from Williamson Act contracts. As of January 1, 2017, there are 110,842± acres in the County under Williamson Act contract, of which 4,377± acres are in nonrenewal status.

Economic Development Element



Policy 10.A.7 of the Economic Development Element promotes an open line of communication between the Board of Supervisors, clientele, and the agencies or departments who issue permits related to commerce. One method the Community Resources Agency uses to facilitate communication is through its publication of the CRA Bulletin, which provides information about changes in codes, personnel, and other information which might assist the development community. In 2016, three editions of the CRA Bulletin were distributed.



During 2016, the Community Resources Director, Deputy Director of Community Services, and Supervising Senior Planner continued to participate on the Development Process Review Team, created by the County Administrator to discuss development issues among County Staff and the Tuolumne County Building Industry. The Team meets quarterly to discuss the Development Process Review Report published for the previous quarter, and to discuss other ways to streamline the processing of land development applications. The Report identifies how well County development divisions are achieving the goals they have estab-

lished for application processing times. The goals for processing times for the Planning Division have not changed since 1986, despite significant increases in processing requirements. During 2016, the Planning Division met its goals for processing times for 19 of the 28 applications that were completed during the year.

Implementation Program 10.A.i of the Economic Development Element directs the County to implement follow-up customer service surveys to gauge customer service satisfaction and suggest changes to permit processing.

The Community Resources Agency has provided customer service survey forms at the Public Information Center since 1998. Completed survey forms are reviewed by the Community Resources Director and forwarded to the County Administrator's Office. These survey forms continued to provide feedback on customer service and ideas for streamlining the development review process throughout 2016.

The Planning Division also sends a customer service questionnaire to each applicant upon completion of processing their application. During 2016, approximately 40

letters were sent with three (3) responses received. Responses indicated that Planning Division Staff is professional, helpful, knowledgeable, and responded to questions in a timely manner. One response indicated that the County process took longer than anticipated.

Implementation Program 10.B.a of the Economic Development Element directs the County to adopt a reasonable and justified schedule of mitigation fees. In 2013, the Board of Supervisors reduced the County Services Impact Mitigation Fee by approximately 50%. During 2016, the County collected \$105,122.18 in County Services Impact Mitigation Fees.

Implementation Program 10.F.k of the Economic Development Element directs the County to fast-track Film Permits. During 2016, the Community Resources Director issued two Film Permits. Each of these Film Permits was issued within a short time frame, following receipt of the application by the Department, in order to meet production schedules.

In 2008, the Board of Supervisors and the Sonora City Council established a Joint Powers Authority (JPA) to provide oversight of economic development issues. During 2016, the Community Resources Agency continued to assist the Tuolumne County Economic Development Authority, as requested, with its local business retention, expansion, and attraction efforts.

Air Quality Element

During 2016, the Air Quality Element of the General Plan continued to be implemented on a land development project-by-project basis. Each application for a discretionary entitlement is reviewed for compliance with the air quality standards established by the General Plan. During review of land development applications, the Planning Division consults with the Tuolumne County Air Pollution Control District to verify compliance with its standards, which are referenced in the Element.

Community Identity Element

The Community Identity Element addresses quality-of-life issues, including aesthetic values, rural character, community involvement, and history. This Element is implemented through the Jamestown, Columbia, East Sonora, Tuolumne, and Mountain Springs Community Plans, as well as through review of development proposed within other defined communities.



Columbia Community Plan

During 2016, the policies and programs contained in the Columbia Community Plan continued to be implemented on a project-by-project basis by Planning Staff through review of land development applications. During 2016, the Columbia Design Guide was implemented by the Tuolumne County Planning Commission and the Planning Division on a land development project-by-project basis.

East Sonora Community Plan

During 2016, the Tuolumne County Planning Commission continued to implement the policies and programs of the East Sonora Community Plan on a project-by-project basis. Of particular significance are programs directing the provision of sidewalks, street trees, pedestrian lighting, and protection of water quality. During 2016, the Design Guide continued to be implemented by the Tuolumne County Planning Commission and the Planning Division on a land development project-by-project basis.

Jamestown Community Plan

During 2016, the policies and programs contained in the Jamestown Community Plan continued to be implemented on a project-by-project basis through review of land development applications. This review was conducted by Planning Staff with assistance from the Historic Preservation Review Commission and the Tuolumne County Planning Commission.



Tuolumne Community Plan

During 2016, the policies and programs of the Tuolumne Community Plan continued to be implemented on a project-by-project basis. Of particular interest were the parking provisions specific to downtown Tuolumne which have been added to the County Parking Ordinance, which is codified in Chapter 17.60 of the Ordinance Code.

Mountain Springs Community Plan

The Mountain Springs Community Plan encompasses an area of approximately 1,063 acres and will guide growth and development of the Mountain Springs Community, which will ultimately consist of 600 primary residential units, 26 secondary residential units, a village center with 20,000 to 35,000 square feet of retail and office space, and a hotel/lodge/conference facility on land surrounding the Mountain Springs Golf Course, located adjacent to Lime Kiln Road approximately three miles south of the City of Sonora.



Environmental Health

Rob Kostlivy,
Environmental Health
Director



WHAT WE DO

The Tuolumne County Division of Environmental Health plays a critical role in the prevention of disease, by administering regulations related to safe housing, safe drinking water, proper sewage disposal, proper solid waste disposal, management of hazardous materials, and emergency response.

Early in the 20th century, infections associated with overcrowding, poor housing, and contaminated water resulted in the transmission of tuberculosis, diphtheria, typhoid fever, and dysentery. Improvements in housing, public water supplies, including chlorination and filtration, and waste-disposal systems have resulted in great success towards disease control. While the impact of these diseases has been reduced, the need for prevention remains as strong as ever.

Environmental Health Programs

Consumer Protection Program

- Retail Food Facilities
- Housing Program
- Organized Camps Program
- Public Swimming and Spa Pools Program
- Recreational Water and Drinking Water Programs
- Tattoo Business Registration

Hazardous Materials Unit

- Certified Unified Program Agency (CUPA)

Land Use Program

- Sewage Disposal Systems
- Wells and Water Systems

Solid Waste Local Enforcement Agency Program

- Inspection of Solid Waste Operations and Facilities
- Waste Tire Inspections

Vector Control Program

- West Nile Virus
- Rodents and Insect Control

Our Goal

The Division of Environmental Health's goal is to be prepared to respond to the challenges of protecting public health by strengthening programs and developing and maintaining a well-trained professional staff.

Moving Forward

The Division will continue to be progressive in maintaining effective programs and responding to emerging issues, including food-borne outbreaks, mosquito-borne diseases such as West Nile Virus, biological and chemical terrorism, groundwater contamination, childhood lead poisoning, and the health impacts of the built environment.

Solid Waste

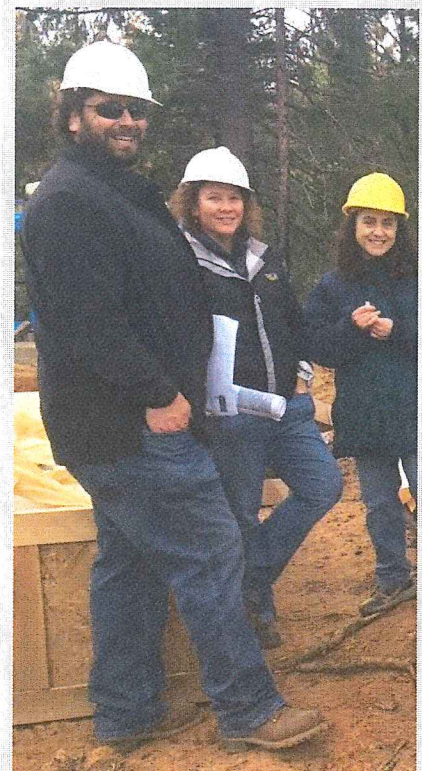
The Environmental Health Division is the Local Enforcement Agency (LEA) for Tuolumne County. LEAs have the primary responsibility for ensuring the correct operation, permitting, and closure of local solid waste facilities and disposal sites, as well as the proper storage and transportation of solid wastes.

The California Department of Resources Recycling and Recovery (CalRecycle) is responsible for ensuring that State waste management programs are primarily carried out through certified LEAs. CalRecycle provides grant funds to assist LEAs in their solid waste facilities permit and inspection program. Grant awards are based on population, and the number of solid waste facilities within the jurisdiction. Funding for various components of the solid waste programs are summarized in the table below.



Transfer Stations	Closed Landfills	Closed Disposal Sites	Exempted Disposal Sites	Solid Waste Haulers
Cal Sierra MRF Transfer Station	Jamestown Landfill	Columbia Dump	Blue Mountain Minerals	Cal Sierra Disposal
Big Oak Flat Transfer Station	Big Oak Flat Landfill	Sierra Conservation Center		Burns Refuse
Pinecrest Transfer Station				Moore Bros.

LEA certification is maintained through annual updates to the Tuolumne County Enforcement Program Plan (EPP), which specifies program goals and objectives, program activities/procedures and time task analysis, facility/site information and enumeration lists, and any changes to state regulations and local ordinances. Another aspect of the EPP is to appoint members to the Independent Hearing Panel, to hear appeals to the LEA's decisions or orders. The EPP helps evaluate compliance with solid waste laws under California Code of Regulations (CCR), Title 14 and Title 27.

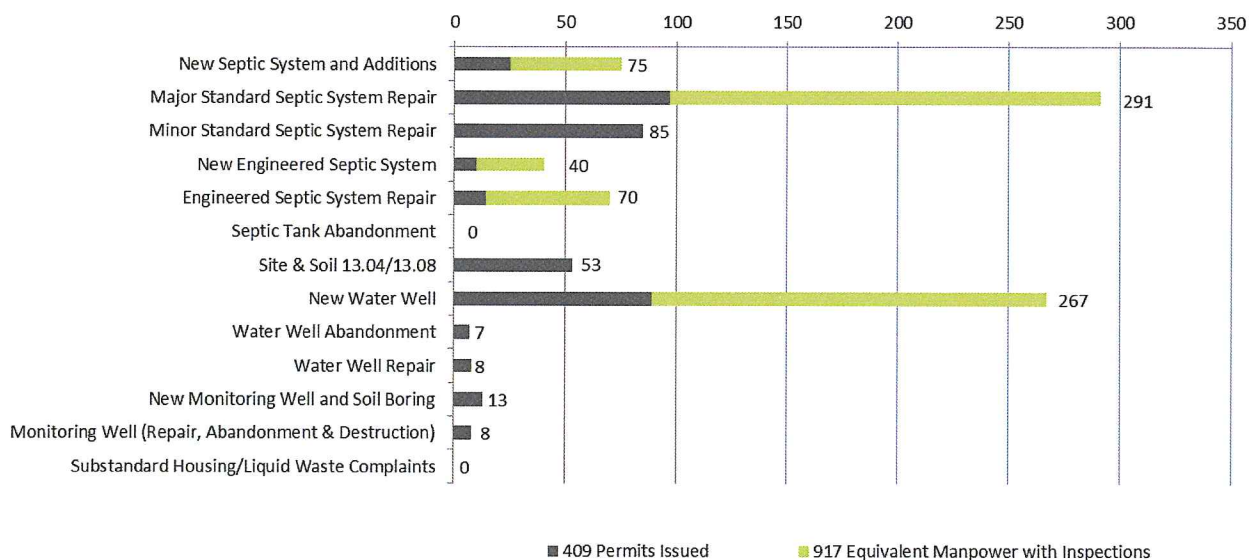


Land Use

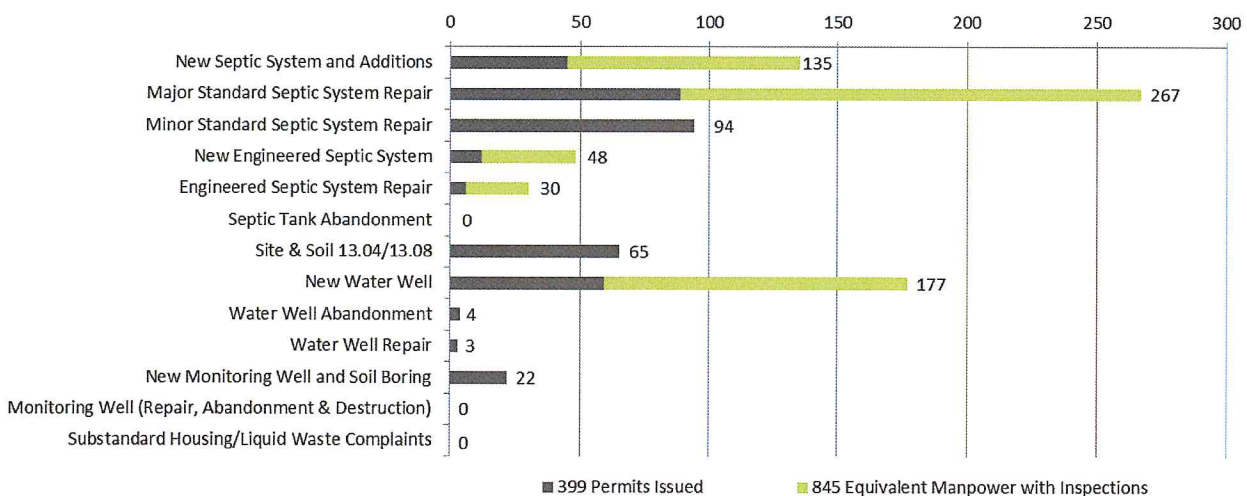
The Land Use Program ensures that land use entitlements granted by the County prevent health hazards, and mitigate any environmental degradation resulting from development projects. The Environmental Health Division is responsible for issuing permits for on-site wastewater treatment systems and wells. The well and septic system program goals are to protect surface and groundwater from contamination, so that a safe, plentiful supply of drinking water can be obtained and maintained, and to assure that sewage can be—and is—disposed of in such a manner so as not to create a public health hazard, or pollute the environment.

Due to regulations and required procedures, staff gives each permit a great deal of attention. Each permit requires a number of inspections and places demands on staff time. In 2015, the Division issued 409 permits; however, the permit requirements necessitated inspections making it the equivalent of 917. In 2016, the Division issued 399 permits, having the equivalency of 845, a slight reduction from the 2015 level. This is depicted in the graphs below.

2015 Land Use Permits and Inspections



2016 Land Use Permits and Inspections





Certified Unified Program Agency (CUPA)

The CUPA is responsible for the consolidation, coordination, and consistency of the administrative requirements, permits, inspections, and enforcement of the following hazardous material programs:

- California Accidental Release Prevention (CalARP) Program;
- Underground Storage Tank Program (UST);
- Aboveground Petroleum Storage Act Requirements for Spill Prevention, Control and Countermeasure (SPCC) Plans (APSA);
- Hazardous Waste Generator and On-site Hazardous Waste Treatment (tiered permitting) Programs (HWG); and
- California Uniform Fire Code: Hazardous Material Management Plans and Hazardous Material Inventory Statements.

The CUPA currently regulates 324 facilities in the County. In 2016, the CUPA performed a total of 102 routine inspections of these facilities to verify compliance with hazardous materials and hazardous waste laws. An additional 22 inspections were conducted, including complaint investigations, unpermitted facilities, construction inspections, and enforcement actions. Staff also provided education and compliance assistance to regulated facilities. Facilities found to have violations posing a significant threat to the environment or public health may be subject to civil, criminal, or administrative enforcement action. In 2016, the CUPA initiated numerous informal enforcement actions, and two formal enforcement actions.

In 2016, Sheilah Lillie, the County's CUPA program manager, co-presented a course for industry at the annual CUPA Conference. The course was designed to provide industry with an understanding of varied approaches to administrative enforcement actions. This was the second time that Ms. Lillie has presented this course at the conference.

Consumer Protection

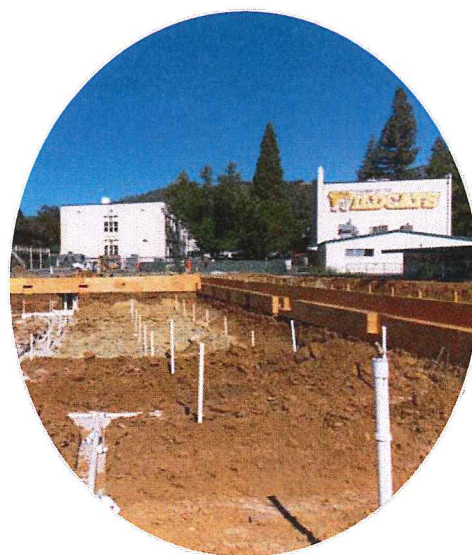
The Division is responsible for administering the Consumer Protection Program, which encompasses retail food facilities, public swimming places, substandard housing, organized camps, and body art facilities. Below is a summary of the various functions of the Consumer Protection Program:

Consumer Protection Summary			
Subprogram	State Mandated	Number of Facilities	Number of required yearly inspections
Food	Yes	478	2
Organized Camps	Yes	21	1
Public Pools and Spas	Yes	80	1
Housing	Yes	N/A	N/A
Body Art Practitioners	No	12	1

Body art facilities are where approved body art practitioners are permitted by the Division under the California Safe Body Art Act to practice body piercing, tattooing, branding and the application of permanent cosmetics. Facilities are inspected on an annual basis for compliance with the minimum requirements of the law, in order to promote safe practices and prevent the transmission of infectious diseases.



Public swimming pools include pools, spas, wading pools and other aquatic facilities that must be operated in a sanitary, healthful, and safe manner in order to prevent water-borne disease outbreaks and other safety hazards including, but not limited to electrocution, drowning, or bodily entrapment. The Environmental Health Division must approve all public pool facility construction projects, issue permits for operation, and complete routine inspections on an annual basis.



Above is the new swimming pool that is under construction at Sonora High School.

To the left is the swimming pool at the Rush Creek Lodge which was constructed in 2016 and is located at the entrance to Yosemite National Park.

Consumer Protection (Continued)

Food Facilities

Tuolumne County has 417 permanent food facilities, which, according to County policy, are to be inspected twice yearly, and as complaints arise. Permanent food facilities include grocery stores, bars, delis, restaurants (including those at resorts), bed and breakfast inns, agricultural home stays, school and college cafeterias, food stores, hospital cafeterias, organized camp cafeterias, and mobile facilities, such as hot dog carts, catering trucks ("taco trucks"), commissaries, and caterers.

The Division's routine inspections of these facilities are unannounced. If a major violation constituting a threat to public health, such as a refrigerator in disrepair or lack of utensil sanitization, is found during a routine inspection, the facility is re-inspected within one week. The re-inspection is scheduled with the facility owner or representative. If violations remain uncorrected at the re-inspection, an office hearing is held at the Division's office with the food facility owner or representative. At this hearing, the Environmental Health Director, the inspector, and the facility owner or representative reach an agreement on deadlines for each violation to be corrected. If the violations are still not corrected, the facility's permit may be limited so that the facility handles only foods which do not pose a threat to public health. For example, a restaurant that includes a bar may be required to cease restaurant operations but can continue to operate the bar.

Due to the reduction in staffing, the Division is currently unable to perform the required number of inspections. Currently there is one Registered Environmental Health Specialist assigned to the food facility program who receives assistance from other staff when they are available. As such, staff has focused attention on facilities which do more extensive food handling. Each actual inspection takes approximately two hours (drive time, photo processing, and paperwork is not included in that average). A grocery store inspection takes approximately five hours, because of the various departments in such a store. Much time is spent at these inspections educating the food handlers on proper procedures and annual changes to the California Health and Safety Code. Each facility is left with a handwritten report at the end of the inspection.



The Environmental Health Division is responsible for inspecting food booths at special events, such as fairs and farmers' markets, and commercial kitchens and cafeterias.



County Surveyor's Office

*Marilyn Fitzsimmons,
County Surveyor*



WHAT WE DO

The County Surveyor's Office performs surveying duties prescribed and mandated by State Law and County Ordinance, performs field surveys of County property, maintains survey documents and provides research assistance, and staffs House Numbering.

Function and Responsibilities

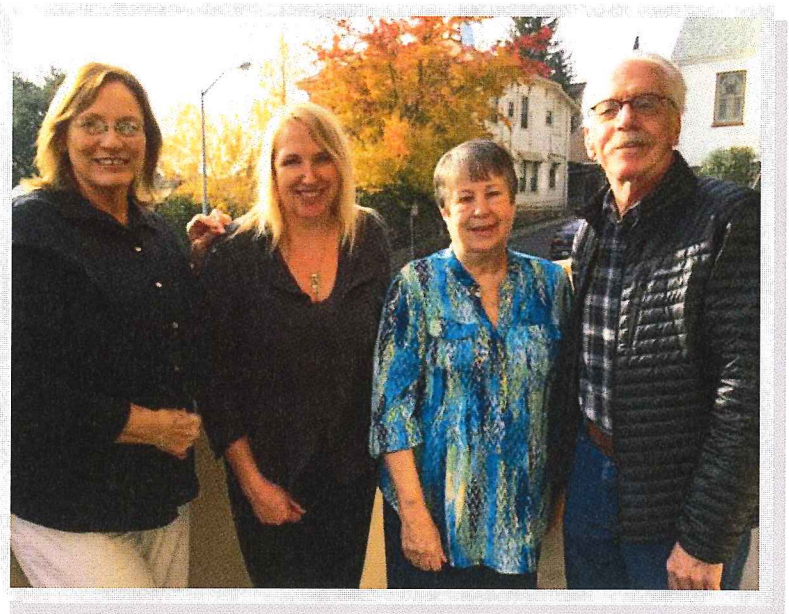
The County Surveyor's Office is responsible for the performance of duties and tasks as prescribed and mandated by State Law and County Ordinance. Parcel Maps, Records of Survey, Subdivision Maps, and other survey related documents are examined and approved by the County Surveyor and staff prior to recording. Staff also maintains an index and research room containing record maps and all other survey documents.

Pursuant to County Ordinance, the County Surveyor's Office receives and processes applications for abandonments of public easements, Boundary Line Adjustments, Certificates of Compliance, and dedications of public easements for roads, utilities, and drainage.

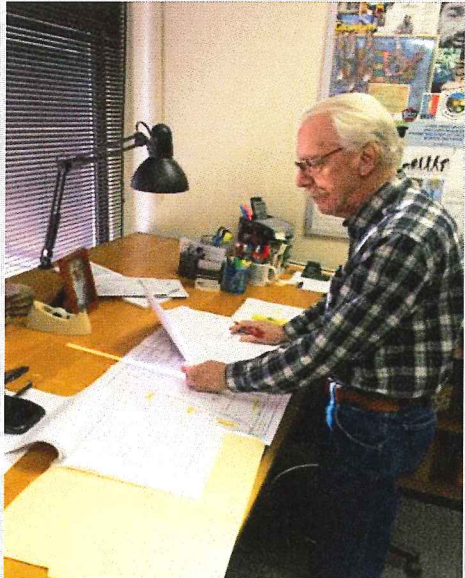
The County Surveyor's Office is the lead agency for Tentative Parcel Map applications. The tentative map is routed to other divisions for review. The Planning Division reviews the project for compliance with CEQA. Responses to the project are compiled by the Planning Division and conditions of approval are prepared. The County Surveyor is responsible for holding a public hearing for the project and making a determination for approval, conditional approval, or denial of the project.

Staff

In 2016, the County Surveyor's Office staff was comprised of: two licensed Professional Land Surveyors, Marilyn Fitzsimmons, County Surveyor, and Donald Blameuser, Land Surveyor II; Sarah Blair, Land Surveyor I; and part-time (relief) Administrative Assistant Vicky Thurston. The staff interacts daily with private land surveyors, title companies, realtors, attorneys, private property owners, public agencies, and other County departments to provide assistance regarding surveying and land issues. Our expertise in surveying and extensive knowledge of the survey history of Tuolumne County is relied upon by all.



Left to right: Marilyn Fitzsimmons, Sarah Blair, Vicky Thurston, Don Blameuser



Above: Don Blameuser

Map Examinations

All Final (Subdivision) Maps, Parcel Maps, Records of Survey maps and Corner Records are submitted to and examined by the County Surveyor's Office. They are examined for technical and mathematical accuracy, compliance with mapping standards, the State Land Surveyors Act, the Subdivision Map Act, and County Ordinance. Since March of 1972, all lots created within our County were subject to the requirements of the Subdivision Map Act. All parcels and lots created throughout the years, which number in the thousands, have been processed, reviewed and approved for recording by this office.

Map and Survey Records

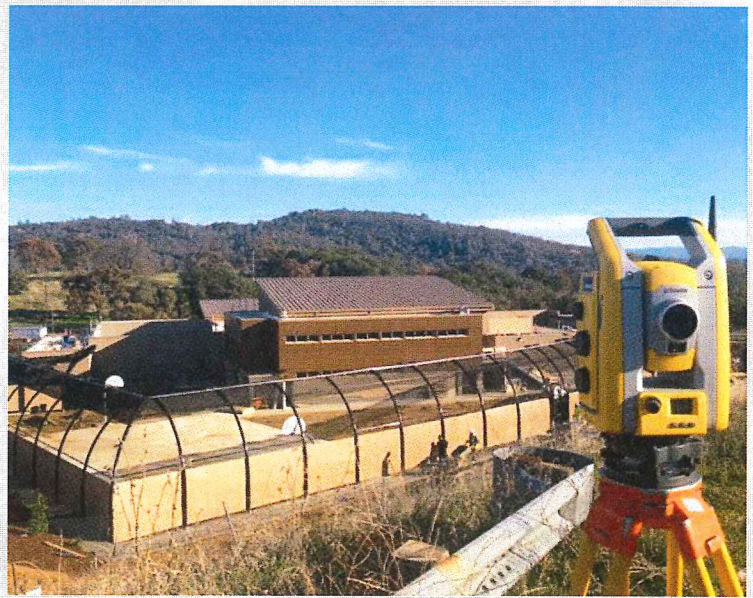
We house, index, scan and provide copies of all survey and mapping records, such as subdivision maps and parcel maps. Surveying records in the form of original field books of early surveyors, unrecorded maps, original field notes, and plats of Public Lands Surveys, Mineral Surveys, and Townsites are also housed. Many of the documents have been scanned and are in digital form. We continue to scan our survey documents, as time allows, in an effort to reduce the need for paper files.

Building and Site Development Permits

The County Surveyor's staff reviews permit plot plans for building permits, site development plans and use permits. We confirm that the correct dimensions, easements, and record information are shown. We also review the property for compliance with Subdivision Map Act regulations and determine if the property is a legal lot. The appropriate house number is assigned after all is confirmed.

House Numbering

The County Surveyor's Office manages the House Numbering division. House Numbering is responsible for assigning house address numbers in accordance with the County Uniform Property Numbering system to protect the health, safety, and welfare of those who live and work in the County. The system enhances the ability of emergency vehicles to respond to calls, provides for an orderly election process, and expedites postal and other delivery services in locating businesses and residences. House numbers are issued during the building permit process.



Above: Juvenile Detention Center

Field Surveys

The County Surveyor's Office performs surveys of lands owned by the County of Tuolumne. We also provide survey support for Capital Projects and road rights-of-way. We have assisted with several Capital Projects this year. The addition of a field surveyor, Sarah Blair, and the acquisition of improved survey equipment have enabled us to offer more surveying services. Several of the projects listed below included field surveying.

2016 Projects and Accomplishments

Challenging Private Survey Boundaries

Strawberry Subdivision No 1, Record of Survey.

Groveland Commercial Parcel, Record of Survey.

Lake Tulloch Lot Line Adjustment Subdivision Map.

Capital Projects

Draper Mine Right-of-Way, Curtis Creek Bridge.

Rock River Road Culvert, topographic survey.

Evergreen Road research and legal description.

Hardin Flat Bridge crossing.

Algerine Road Bridge crossing.

County Administrator's Office

Justice Center Jail Site.

Justice Center Transit Facility.

Justice Center Juvenile Facility.

Miscellaneous Projects

Jamestown Landfill Settlement Pond Monitoring.

Pinecrest Transfer Station topographic survey.

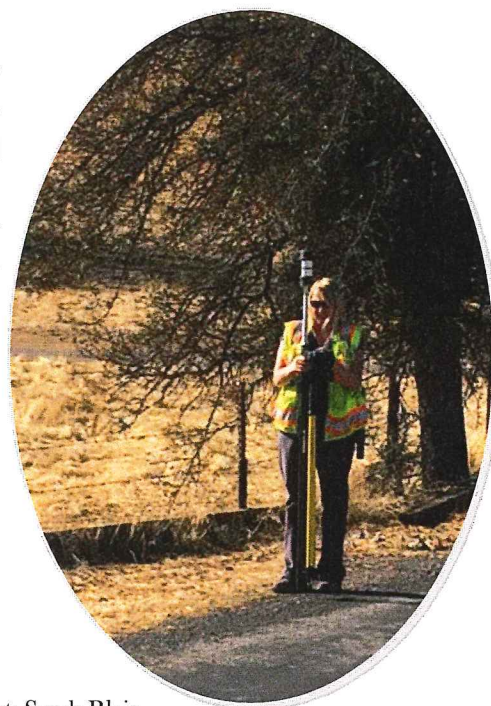
Probation Building in Sonora, research and survey.

Dodge Ridge Road easement termination.

Groveland parking lot (Tesla) boundary.

Groveland Community Center Building boundary.

Tax Assessment legal descriptions.

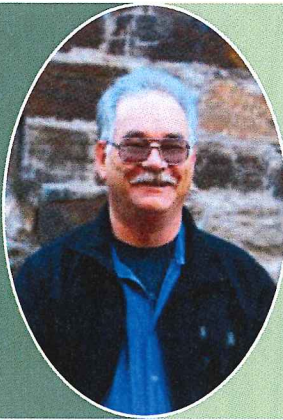


Right: Sarah Blair

<u>Applications and Maps</u>	
Tentative Parcel Map Applications	5
Tentative Parcel Maps Approved	3
Lot Line Adjustment, Merger & Resubdivisions	49
Maps received for examination	64
Parcel Maps Recorded	38
Records of Survey Recorded	16
Subdivision Maps Recorded	0
Certificates of Compliance	3
Corner Records	9
Consents to record	2
Legal Description examinations	4
Abandonments, Dedications & Road Names	10
Building Permit Reviews	621
Site Development & Conditional Use Permits	21

Engineering Division

*Duke York,
Deputy CRA Director-
Roads*



WHAT WE DO

Under the direction of the Deputy CRA Director-Roads, the Engineering Division is committed to implementing the design and construction of a safe and efficient multi-modal County transportation system, in the most cost-effective and environmentally responsible manner possible.

Capital Project Management

- Oversees the design, acquisition of right-of-way, and construction of major road and bridge improvement projects.
- Secures funding for capital projects through Federal, State or local programs.
- Maintains the County Road Design Construction Standards.

Special Districts

- Maintains roads that are funded by County Service Areas (CSA) and Permanent Road Division Zones of Benefit (PRD).
- Administers funds for the seven (7) Lighting Districts.

Traffic

- Manages traffic signals, signs, and pavement markings.
- Responds to inquiries regarding traffic-related concerns and neighborhood traffic calming requests.
- Monitors traffic volumes and accidents.
- Performs Engineering and Traffic Surveys.

Pavement Management

- Maintains and diagnoses pavement failures, and schedules cost-effective repairs when needed.
- Reports the condition of the County Roads Network and forecasts improvements anticipated in future years.

Development

- Reviews and proposes conditions for development applications to mitigate traffic, road, grading and drainage conditions.
- Investigates regulatory compliance complaints.

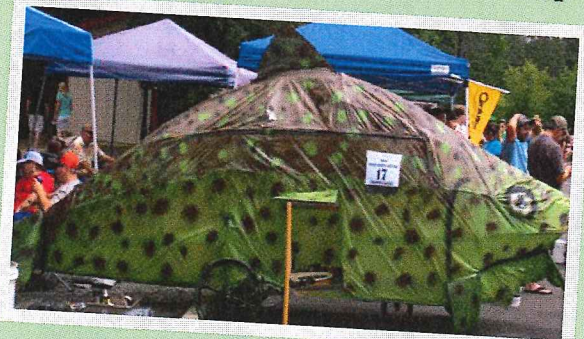
Permitting

- Reviews, issues, and inspects grading and encroachment permits.
- Reviews and issues transportation permits.
- Reviews and issues utility encroachment permits.
- Reviews and issues special event permits.

Community Involvement

Engineering staff participated in the second annual Race of Thrones Crapper Derby with their "Brown Trout" located in Twain Harte CA.

Staff is actively involved during Engineer's Week presenting activities in local classrooms, teaching and applying engineering concepts in fun ways to local students.



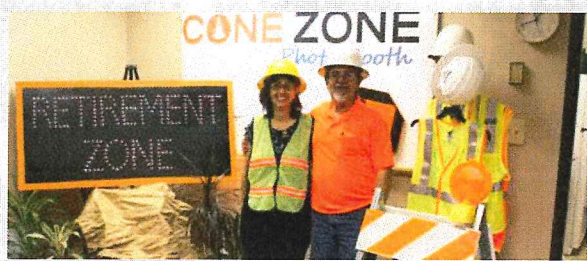
Staff

The Engineering Staff is comprised of a Supervising Engineer, three Civil Engineers and six Engineering Technicians, with the oversight of the Deputy CRA Director - Roads who serves as the County Engineer.

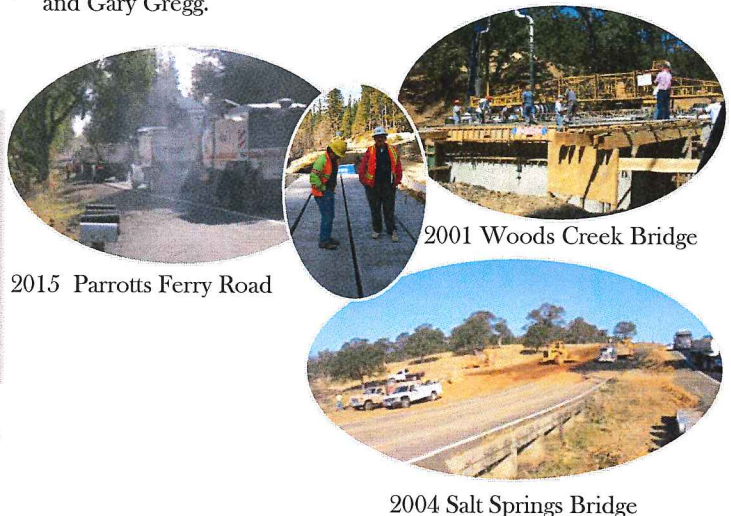
In 2016, our deep respect went out for one of our employees who retired after 32 years of service with the County. Kevin Burns, who began his career with the Forest Service, jumped ship in 1984 to join the County. As our Senior Engineering Technician, his vast knowledge of the industry enlightened staff, and his encyclopedic recollection of the evolution of Tuolumne County's transportation infrastructure was unequalled, having personally inspected roads dating back to the 1850's. He will be greatly missed, and we wish him well in his new retirement adventures!



Left to right: Ryan Palacios, Josh Pinckney, Denise Zitnik, Blossom Scott-Heim, Tanya Allen, Gaddiel DeMattei, Dave Ruby, Brian Eaton, and Gary Gregg.



Above: Kevin Burns pictured with wife, Belinda Barlow
Right: A few of the many Capital Projects Kevin inspected in his many years of service to the County.



Training

During 2016, the Engineering Staff participated in the following training:

- Erosion Control**
- Safety Training
- CEAC Conference (Spring)
- CSAC Conference (Fall)
- Resident Engineer's Academy
- StreetSaver: Essential Skills, Pavement Distress Identification, Pavement Condition Assessment , Budget Analysis
- Construction Inspection of Traffic Signals
- Flexible Pavement Preservation Treatment Series: Introduction to Pavement Preservation
- Flexible Pavement Preservation Treatment Series: Materials
- Full Depth Reclamation (FDR)
- Hot In-Place Recycling (HIR)
- Inspector Training for Cold In-Place Recycling (CIR)
- Performance Management: Evaluation, Documentation and Discipline
- Superpave Mix Design
- Guardrail and End Treatments Training
- Federal Aid Series; Overview, Environmental Analysis, Right-of-Way Acquisition, Project Development, Project Completion (5 course series)

** Hosted by Engineering Division for local agencies, professionals, and the public. Presented by Water Quality Control Board.

2016 PROJECT HIGHLIGHTS

Project Success

- The first phase of the **Parrotts Ferry Road Reconstruction Project** was completed in December 2015. This project was part of the Pavement Management Plan and is scheduled to be completed in two phases. Coordinating with Tuolumne Utilities District (TUD), the County will complete the second phase of work upon the completion of the sewer and water infrastructure improvements identified in TUD's Capital Plan. This second phase of work is scheduled for Summer 2017. The total project cost is \$989,906.



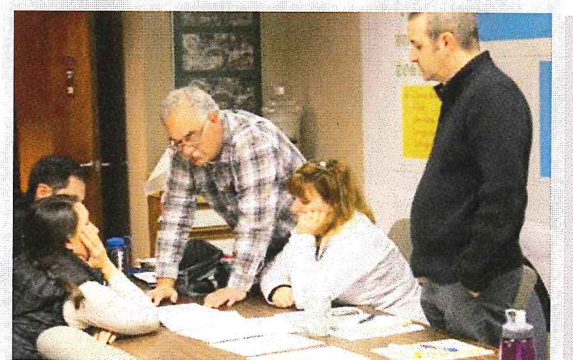
- The **Signalization at Standard Road and Tuolumne Road Project** was completed in July 2016. This project had an estimated total project cost of \$1,246,000. The final project costs \$1,104,283.47.



Next on the list.....construction in 2017...

The County anticipates ten projects to go into construction during summer of 2017 worth \$11.9 million. Those projects are listed below.

- Hardin Flat Road crossing South Fork Tuolumne River Bridge Replacement
- Jacksonville Road crossing Tuolumne River (Don Pedro) Bridge Replacement
- Intersection Improvements to Parrotts Ferry Road and SR 49
- Yankee Hill Road and Parrots Ferry Road Reconstruction Project
- Bridge Preventative Maintenance Project (BPMP)
- Fifth Avenue Signalization Project
- Tuolumne Park and Ride Project
- Special Districts Pavement 2016 Project
- Retrofit Regulatory and Warning Signs



Future projects

The County currently has **50 projects** that have been funded. Thirty-two (32) of the projects are Federally funded through grants. The others are funded via other sources. The total estimated cost of these projects is **\$91 million**, which is programmed to be spent during the next eight years.

Out of the 50 projects, **26 projects are currently active**, meaning that they are in a design phase or ready for solicitation of bids for construction. They have a total estimated cost of **\$69.5 million**. The remaining 24 projects are programmed with a cost estimate totaling \$21.5 million. Due to Federal and State procedures, the preliminary phase for some of these projects may take over ten (10) years. Depending on the geographic location of the project site, historic and biological resources in the area, or other concerns, the preliminary engineering and environmental review phase may be extended, thereby delaying a project's anticipated construction start date.

Bridges	Construction
Algerine-Wards Ferry Road, crossing Blanket Creek Bridge Replacement Project	2018
Draper Mine Road, crossing Curtis Creek Bridge Replacement Project	2018
Lime Kiln Road, crossing Curtis Creek Bridge Replacement Project	2018
Rawhide Road, crossing Woods Creek Bridge Replacement Project	2018
Big Creek Shaft Road, crossing Big Creek Bridge Replacement Project	2018
Wards Ferry Road, crossing Deer Creek Bridge Replacement Project	2019
Italian Bar Road, crossing Rose Creek Bridge Replacement Project	2020
Sims Road, crossing Six Bit Creek Ford Replacement Project	2020
Red Hills Road, crossing Six Bit Creek Ford Replacement Project	2020
Marshes Flat Road crossing First Creek Ford Replacement Project	2021
Marshes Flat Road crossing Second Creek Ford Replacement Project	2021
Red Hills Road over Minnow Gulch (North) Ford Replacement Project	2021
Red Hills Road near Serpentine Loop Ford Replacement Project	2021
Old Wards Ferry Road, crossing Curtis Creek Bridge Replacement Project	2021
Crystal Falls Drive, crossing Sullivan Creek Bridge Replacement Project	2021
Algerine Road, crossing Algerine Creek Bridge Replacement Project	2021
Rawhide Road, crossing Peppermint Creek Bridge Replacement Project	2022
Lime Kiln Road, crossing Sullivan Creek Bridge Replacement Project	2022
Cedar Springs Road over Turnback Creek Bridge Replacement Project	2022
Columbia Way crossing Woods Creek Bridge Replacement Project	2022
Italian Bar Road crossing Eagle Creek Bridge Replacement Project	2023
Old Strawberry Road crossing South Fork Stanislaus River	2024

Future projects continued...

Roadways	Construction
Buchanan Road Reconstruction, Utility Oversight	2018
Improvements on Tuolumne Road between Lambert Lake Road and Terrace Drive	2019
Improvements on Phoenix Lake Road from Ridgewood Drive to Paseo de Los Portales Road	2019
Road Safety Signing Audit (RSSA)	2019
Evergreen Road Reconstruction Project	2019
Shaws Flat Road at State Route 49 Intersection Improvements	2019
Guardrail Replacement Project	2019
Mono Way Operational & Safety Improvements Project	2020

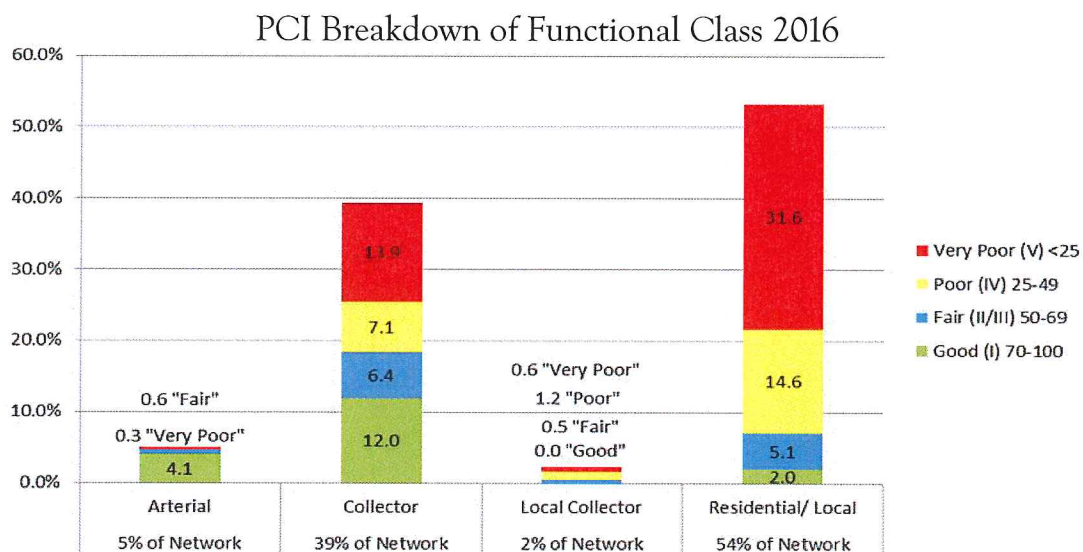
In 2016, the County applied for federal grants for seventeen (17) projects, of which ten were approved for funding with an estimated cost of \$9.1 million. Eight of these projects were bridge replacement projects, and two were roadway safety improvement projects.

Pavement Management Program

In 2007, the County implemented a Pavement Management Program (PMP), using StreetSaver Software to create a database which provides the basis for monitoring the condition of the pavement for all County-maintained roads. The County releases a report every two years identifying the condition of its inventory, a needs assessment, and the estimated unfunded backlog of its road infrastructure needs.

Staff is dedicated to keeping this software operational and functional to identify any warranted Capitol Improvement Projects or other maintenance concerns. Staff has a goal to perform 600 inspections annually, and in 2016, they performed 601.

The current network average Pavement Condition Index (PCI) of roads in the County maintained system is 36. It has dropped from 46 (2012) to 41 (2014) to 39 (January 2016) and to 36 (July 2016). In previous years, the County used four functional classifications: Arterial, Rural Major Collector, Rural Minor Collector and Residential Local Roads. In 2015, staff segregated certain local roads within the Street Saver Software creating a category with a functional class of "Local Collectors."



Special Districts Administration

The Special Districts Administration works to maintain County Service Area (CSA) and Permanent Road Division Zones of Benefit (PRD) roads. Roads in these special districts are dedicated for public use, but are not part of the County-maintained road system; therefore, they do not receive funding through the Road Fund. Property owners within CSA's and PRD's invest directly in their local roads, and as a result, these roads are among those in the best condition within Tuolumne County.

In addition to CSA's and PRD's, the County has eight lighting districts, which fund the operation and maintenance of the streetlights in designated townsites and neighborhoods. Lighting districts provide funding to maintain and update streetlights in a manner that fits the area's character. In 2016, the inactive South Sonora Lighting District was dissolved by the Board of Supervisors.

Unanticipated Repairs

Tree falls, slope slips, and missing signs are a normal part of unanticipated road repair and maintenance. Special Districts fund these emergency work items on local roads that would otherwise not receive maintenance.



Project Successes:

- Water intrusion into cracks in pavement speeds up roadway deterioration. In September 2016, crack sealing was performed in twelve County Service Areas as part of their pavement maintenance program.
- Local operators provide timely snow removal within the CSA's in the higher elevations. Snow removal and de-icing service agreements are in place for ten (10) County Service Areas.

Next on the list....

- The Special Districts Pavement Maintenance Project will resurface the roads within thirteen (13) funded County Service Areas.

Traffic

The Engineering Division's traffic staff deals with planning, monitoring, geometric design, and traffic operations of roads, streets, their networks, and their relationships with other modes of transportation to ensure the safe, efficient, and convenient movement of people and goods.



Accomplishments:

- 2 Engineering & Traffic Surveys. (Soulsbyville Road and Jacksonville Road)
- 23 Traffic Counts
- 970 Traffic Report data recorded into GIS
- 52 Traffic Investigations

To the left, a recreational vehicle attempts to navigate Old Priest Grade where such vehicles are prohibited.

Development Application Review

Development Related	
167	Development Review
701	Building Permit Review
16	Grading Review Permits
31	Grading Permits

The Engineering Development Division (EDD) collaborates with other Divisions of the Community Resources Agency (CRA) on a variety of issues, such as building, well and septic permits, and planning entitlements. The Division's nine main duties are development review, plan review, construction inspection, grading, road encroachments, special events, Utility Permits, Grading Review Permits, and enforcement of various encroachment, grading, and drainage violations. The EDD provides many other services, including engineering support for the Roads Division, code compliance assistance, and technical expertise to the Tuolumne County Transportation Council.

The development process includes the review of projects, such as Tentative Parcel Maps, Tentative Subdivision Maps, Site Development Permits, Conditional Use Permits, Site Review Permits, and Development Pre-Applications, to consider the impacts the project could potentially have on the County and non-County maintained road systems and surrounding properties. The review and subsequent conditioning of these projects are required to comply with engineering principles and standards, County Ordinances, Board of Supervisors' policies, and local, State, and Federal laws related to traffic, roads, encroachments, erosion control, drainage and grading issues.

Serving in an advisory capacity, the CRA Staff reviewed and commented on 862 permits referred from the Building and Environmental Health Divisions.

Additional review of miscellaneous permits include County projects or projects proposed by other jurisdictions, including the United States Forest Service, and projects on County, City of Sonora, Federal, and State lands located in Tuolumne County, or Federal Energy Regulatory Commission (FERC) re-licensing.

Development Project Highlights



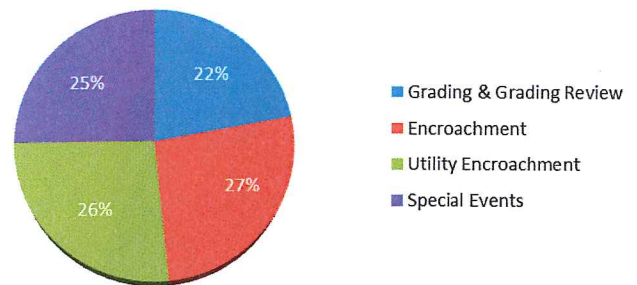
Left and below: Construction of the roadway to the Transit Center at the Tuolumne County Law & Justice Center.



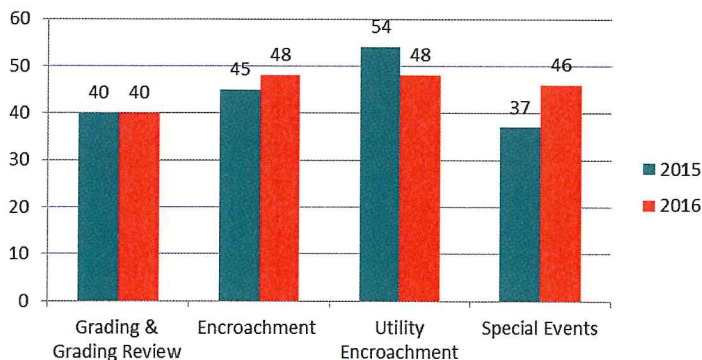
Permitting

The EDD Staff conduct site inspections for all development projects, Grading Permits, Encroachment Permits, and Utility Permits, and investigates grading and encroachment complaints. The inspection is performed to ensure compliance with the approved plans, project conditions, County codes, Board policies, and State and Federal laws relating to roads, drainage, and grading.

2016 Permits Processed



2015 Permits vs. 2016 Permits



Grading Permits are issued in accordance with the County Grading Ordinance and State law. Upon submittal of a Grading Permit application, a copy is routed to the Planning Division to review for compliance with the California Environmental Quality Act (CEQA).

Grading Review Permits are required when a Building, Septic, or Well Permit is required on a parcel that is three (3) acres or larger in size and where the grading entails moving at least 50 cubic yards of material.

Transportation Permits are temporary permits issued for transporting an oversized load on a designated route within the County maintained road system through Tuolumne County. The Permits provide for safe movement of the oversized load and protect the traveling public. Most requests originate from permit companies or trucking firms.

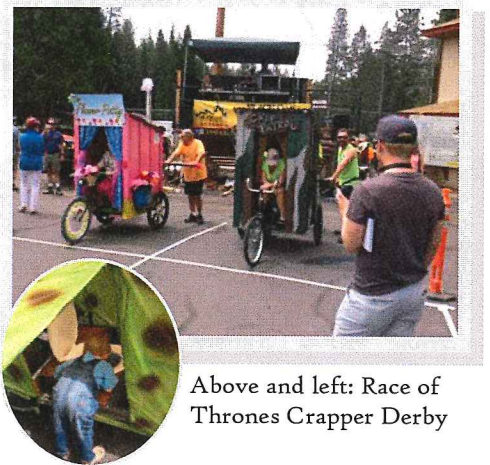
Special Event Permits, administered through the EDD, are required to ensure the safe conduct for any event that affects, closes, or is temporarily using a County maintained road.



Above: Rods to Rails



In 2016, the Division issued 46 permits. The majority of these permits was for community based non-profit events,



Above and left: Race of Thrones Crapper Derby

such as parades, festivals, and running and cycling events. Nonprofit events are exempt from the application fees for a Special Event Permit.

Left: Luc's Run

Additional Assistance

During 2016, the Engineering Division provided administrative oversight, technical support, and inspection services for a variety of other projects that do not fit neatly under the development umbrella, and can best be described as “other duties, as assigned.” We are proud of our contributions to these important public projects.

Miscellaneous Project Assistance

- Rule 20 A - installation of underground utilities (Tuolumne, Jamestown, East Sonora)
- FERC Re-licensing for Pinecrest Basin

Tuolumne County Transportation Council

- Regional Transportation Plan update / General Plan Circulation Element update

County Administrator’s Office

- Juvenile Detention Facility and Transit Center
- Development Process Review Team (DPRT)

Tree Mortality Task Force

- The Engineering Division worked extensively with the Office of Emergency Services to identify dead or dying trees that threaten infrastructure and public safety

Road Maintenance Division

- Small Road Improvement Projects
- Miscellaneous Drainage Issues



The Engineering Division worked extensively with the Office of Emergency Services to identify thousands of dead or dying trees along the County-maintained roads which will be removed through the County’s tree mortality program.

Roads Division



WHAT WE DO

The Roads Division of the Community Resources Agency is responsible for the maintenance of 610 miles of road, 53 bridges, several box culverts, road fords, and thousands of culverts, signs, and guardrails.

2016 was a Transitional Year...

2016 was a year of change and adaptation in the Roads Division. Ray Ingalls, the Road Superintendent for many years, retired in July, and the leadership of the Division was divided between the Supervisors of the three Districts within the Division: Steve Stewart, Mike Cagnetti, and Sean Anderson, and the CRA Deputy Director of Roads, Duke York. Three other staff members of the Roads Division, Fred Mote, Christine Leers, and John Burkett retired in 2016, and due to budget shortfalls, their positions have not yet been filled. Gene Carsner was promoted to Lead Worker in the East Division, and Francis Alberta was promoted to Lead Road Worker for the West Division.

Despite these challenges, in all of its efforts, the Division seeks to safeguard the public, preserve the County's capital investments, and provide excellent customer service.

EAST DIVISION



Above from left : Jess Burkett, Ann Weaver, Dave Montgomery, Gene Carsner, Mike Cagnetti (Road Supervisor) Jason Parkinson.

Not photographed: Tim Hix

WEST DIVISION



Above from left: Francis Alberta, Ben Hess, Christine Leers (retired), Sean Anderson (Road Supervisor), Spencer Stobaugh and Lyle Queen

Not photographed: Luis Sanchez and Mike Smittle

SOUTH DIVISION

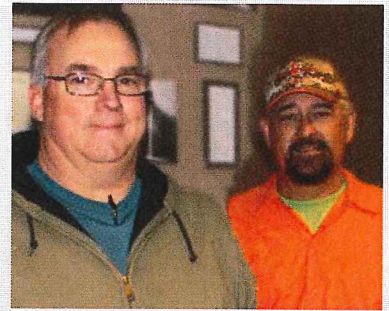


Above from left: Mike Lozano, Steve Stewart, (Road Supervisor), Scott Anderson, and Rob Gansel

Not photographed: Jarred Weeks and Nathan Livingston

SUPPORT SERVICES

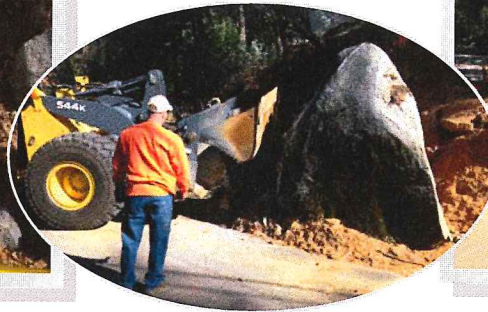
The Support Services crew, supervised by Scott Meyers, works with all three Road Division crews, on special projects and infrastructure throughout the County, such as replacement and installation of road signage, pavement markings, guard rail replacement and repair, minor concrete construction, and emergency repairs to street signals. Support Services staff was diminished this year by the retirement of John Burkett, whose position, due to budget cutbacks, has yet to be filled.



Scott Meyers and Kevin Curran



Boulder removal on
Lama Teumete

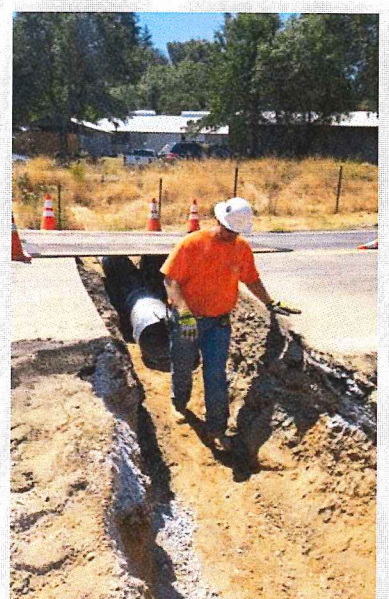


The Road Crews routinely maintain all of the County roads within their respective Divisions. Pavement maintenance includes surface treatments, crack sealing, and pothole patching. Road maintenance activities include snowplowing, weed spraying, brush removal, culvert and ditch maintenance, street sweeping and litter clean up. These activities are necessary to eliminate potential hazards from the traveled way, maintain adequate visibility, support the road structure, and allow storm water to readily exit the roadway.

The Roads Division assists the staff of many County Departments, including the Sheriff, Airports, Agricultural Commissioner, County Administrator's Office, Health Department, and the Engineering, Environmental Health, and Solid Waste Divisions of the Community Resources Agency, as well as the Tuolumne County Transportation Council.



Tuolumne Road crack sealing



Rawhide Road culvert replacement

Brushing & Ditch Maintenance



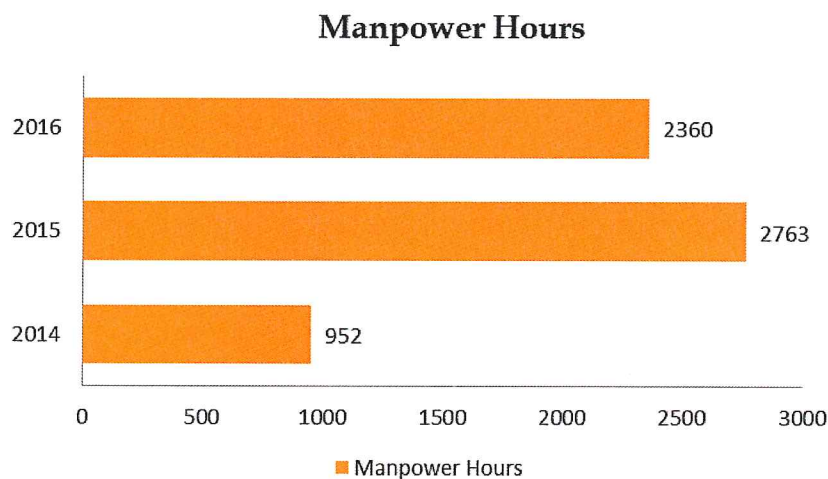
The Roads Division crews routinely clear the roadsides of the County of excess trees, brush, or other obstacles, to keep the roads clear from visual or physical hazards, and re-grade ditches and clean out drainage culverts, to ensure positive drainage of storm runoff.

Snow Removal

The Roads Division crews are on call around the clock during and after winter-time storms, to clear snow from the County-maintained road network. These snow removal efforts allow local residents and tourists to reach their destinations during the winter. A combination of various equipment is used, including 4x4 pickup trucks fitted with snow plows, road graders fitted with tire chains and large plows, sand spreading trucks, and the snow blower pictured to the right, clearing a road near Pinecrest.

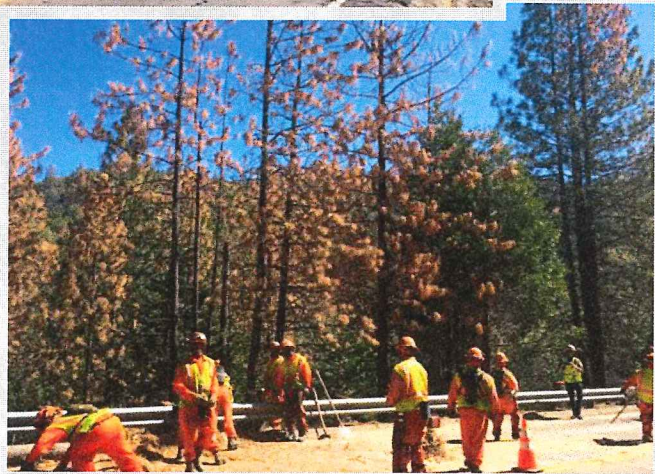


The graph below shows the man hours for the last three years for snow plow operations.



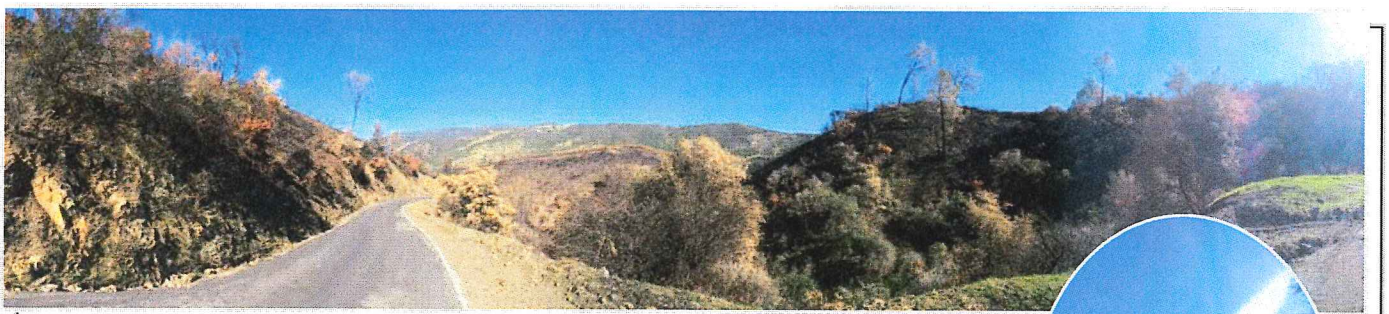
Fire Reduction

Shaded Fuel Breaks



As the County is now in it's 5th year of drought, the importance of decreasing fuel to prevent wildfires becomes increasingly paramount. Tuolumne County Road Crews have worked extensively with Cal Fire, Fire Safe Councils and California Conservation Corp to support a substantial brushing effort within the County road rights-of-way. Approximately 3000 man hours were logged in on these shaded fuel break efforts. In addition to providing traffic control, the Road Crews worked along side brushing crews clearing brush and chipping which culminated in the removal of the green waste. Tuolumne Road, Tuolumne Road North and Lyons Bald Mountain Road to name just a few, have benefited from this cooperative effort.

Fire Restoration



In late September, a wildfire burned up the Kelly Grade, along Marshes Flat Road, near Moccasin. Post-fire, the South Division hydro-seeded more than four acres along the roadway to stabilize cut banks and prevent landslides and erosion, before winter rainstorms hit.



2016 Accomplishments

West Division

- Drainage improvements on Rawhide Road
- Fire fuel reduction on Parrotts Ferry Road in a cooperative effort with the Fire Safe Council
- Crews spent a substantial amount of time working with Fire Safe Council on hazardous tree removal and fire fuel reductions along Lyons Bald Mountain Road
- Assisted with the Jamestown Sidewalk Project by installing “not in contract” pavement work

East Division

- Extensive brushing, ditching, and culvert flushing in the Cold Springs area
- Comprehensive ditching and brushing effort along Dodge Ridge Road
- Cooperative effort with California Conservation Corps, brushing Long Barn area and other locations in the East County
- Cooperative effort with Cal Fire Baseline crews on fire fuel reduction on Tuolumne Road and Tuolumne Road North

South Division

- Hydro seeding and erosion control work after Marshes Fire event
- Hazardous tree removal along County roads throughout district

Support Services

- Support for Engineering Department Traffic Signal Maintenance Contract
- Assisted with Jamestown Sidewalk Project; fabricated and installed hand railing and retaining wall
- Inventory and maintenance of guardrails throughout County



Business Division

*Dana Vaccarezza,
Agency Fiscal Officer*



WHAT WE DO

The Business Division provides agency-wide financial oversight and accounting services.

The Community Resources Agency (CRA) Business Division is responsible for providing accounting and financial services to the numerous divisions within the agency. The Business Division staff consists of an Administrative Assistant, an Accountant II, and the Agency Fiscal Officer, who provide administrative support and financial oversight to the CRA.

Responsibilities

- Process daily cash receipts for deposit.
- Prepare and monitor budgets.
- Process vendor invoices for prompt payment of purchases.
- Administer requests for proposals and agreements.
- Prepare financial reports for management, state and local agencies, and the County Board of Supervisors.
- Maintain the cost accounting management system for the Road and Fleet Services Divisions.
- Provide radio administration for Road Operations.

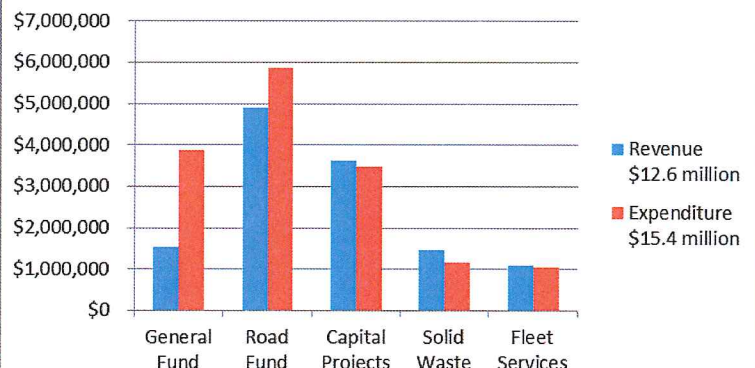


From left to right: Janelle Giannini, Accountant II; Dana Vaccarezza, Agency Fiscal Officer; and Desiree Crain, Administrative Assistant.

Financial Highlights

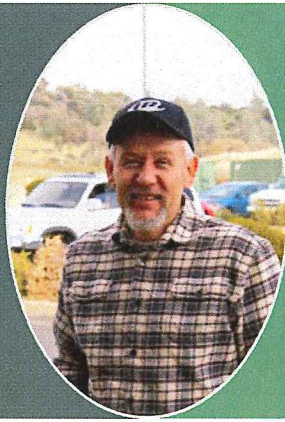
In the fiscal year ending June 30, 2016, the revenue and expenditures for the combined CRA budget units totaled approximately \$12.6 million and \$15.4 million, respectively. Funding for the CRA is provided by various sources, such as Federal and State road improvement funds, State highway user taxes, permit and user fees, inter-fund revenue from other County departments, and grants.

CRA Financial Results 2015-2016



Fleet Services

*Mike Young,
Fleet Manager*



WHAT WE DO

Fleet Services provides preventative maintenance and repair services to the County's fleet of emergency vehicles, light and heavy duty vehicles, and equipment.

The Fleet Services Division operates a comprehensive mechanic's shop at its North Airport Road facility in Columbia. Typical maintenance and repair services provided by Fleet Services staff includes oil changes, tire mounting and balancing, fluid checks, brake and windshield repairs, minor paint and body work, fire pump repair, and engine tuning. Larger jobs, such as rebuilding of transmissions and front end alignment, are outsourced to other local specialists, with Fleet Services staff making the arrangements for and monitoring those repairs.

The Equipment Technicians

Fleet Services has five Equipment Technicians and a Fleet Manager, sharing over 45 years of combined experience. Technicians are certified for fire pump repair, air brakes, diagnostics, welding, and air conditioner repair, and possess either Class A or Class B drivers licenses. Staff are encouraged to participate in annual training to keep current on changing technology.



From left to right: Mike Young (Fleet Manager), Billy Nelson, Alex Flud, Jason Crow, Shawn Ambler, and Kevin Whitcomb



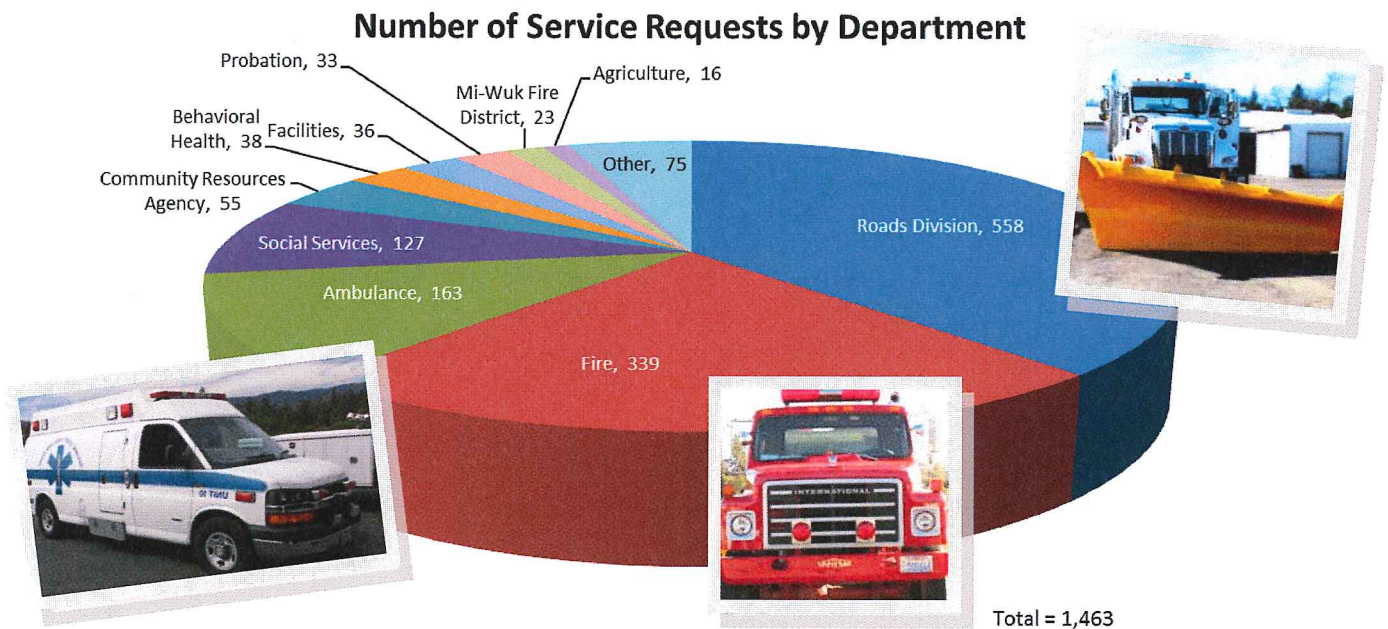
The Shop

Fleet Services operates a state-of-the-art vehicle maintenance and repair shop at its Columbia facility. The original shop contains several tall bays suitable for working on large graders and heavy-duty equipment, as used by the County's Roads Division. In 2011, an onsite warehouse was converted into another shop, equipped with two-twelve thousand pound vehicle lifts for working on the County's fleet of light-duty vehicles. This shop was expanded two years later, with the addition of a 1,000 square foot large bay in order to handle the servicing of fire-fighting apparatus.



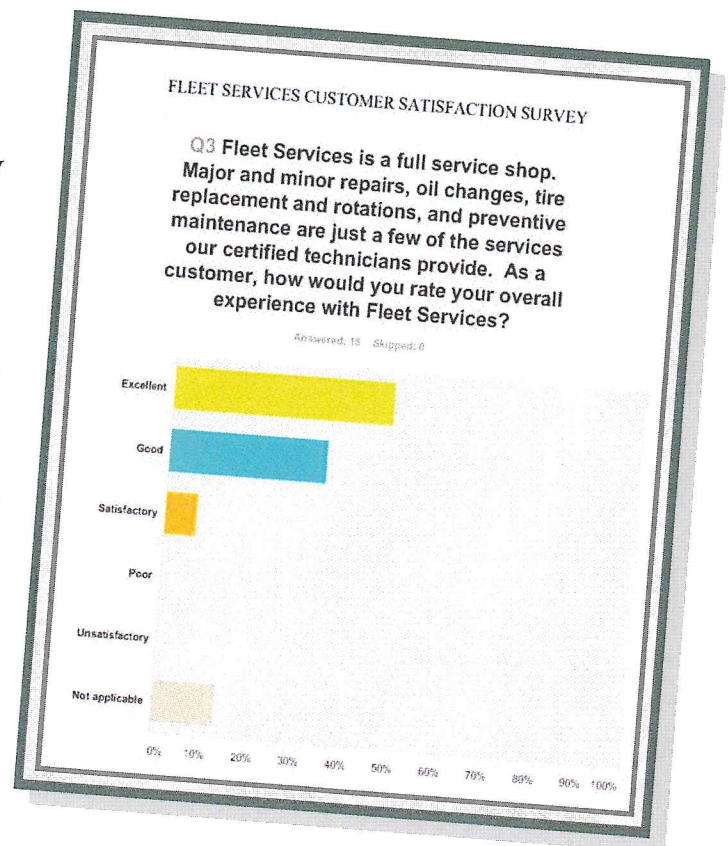
Service Requests

In Fiscal Year 2015-2016, Fleet Services performed 1,463 service requests for vehicle repair or preventative maintenance, for over twenty different County departments or government agencies. As seen on the pie chart below, the County Roads Division continues to be the largest Fleet Services customer, with 558 or 38% of the total service requests, followed by the Fire Department with 339 or 23%, and Ambulance with 163 or 11%.



2016 Customer Satisfaction Survey

In March 2016, a Customer Satisfaction Survey was distributed to twenty-one County Departments, requesting feedback on the quality of their experiences with Fleet Services. Because Fleet Services is a division of the Community Resources Agency (CRA), all employees of the CRA were deliberately excluded from participating in the survey. Fifteen (15) responses to the survey were received, and all respondents who use Fleet Services indicated that they are overall satisfied with the services received, with 46.67% of respondents giving the highest rating of "excellent."



Solid Waste Division

*Belinda Barlow,
Solid Waste Manager*



WHAT WE DO

The Tuolumne County Solid Waste Division is responsible for ensuring that solid waste disposal services meet state and federal mandates for integrated waste management, and comply with waste disposal regulations, thereby protecting public health and the environment.

Function and Responsibilities

The Solid Waste Division oversees the implementation of the Countywide Integrated Waste Management Plan, secures and manages contracts, and works to ensure that the areas listed below are in compliance with state and federal statutes:

- Solid Waste Collection
- Solid Waste Disposal and Diversion
- Recyclable Household Hazardous Waste
- Household Hazardous Waste (HHW)
- Landfill Management
- Illegal Disposal

The Solid Waste Division has a well-trained and knowledgeable staff, who share 25 years of combined experience in this Division. The staff is comprised of a Solid Waste Manager, a Solid Waste Technician II and a Solid Waste Specialist, who work under the oversight of the Deputy CRA Director-Community Services.

Division staff are cross-trained as much as possible. All staff are trained to work at the household hazardous waste facility, to provide outreach at the Home and Garden Show, and to answer the phones for general waste and recycling questions. However, each staff member has specific primary duties among a multitude of other duties:

Solid Waste Technician Diane Green: recycling, recyclable household hazardous waste, and permits.

Solid Waste Specialist Dan Hambrick: landfill management, illegal disposal, and HHW facility oversight.

Solid Waste Manager Belinda Barlow: staff management, contract management, and state reporting.



Left to right: Belinda Barlow, Dan Hambrick and Diane Green.

Solid Waste Collection

The Solid Waste Division manages contracts with Cal Sierra Disposal-Waste Management, Moore Bros. Scavenger Co. and Burns Refuse Service, the three franchise haulers providing “curbside” collection of solid waste and recyclables in Tuolumne County. There are also two other permitted haulers in Tuolumne County - Joe Cover & Sons and Advanced Disposal.

2016 Highlights

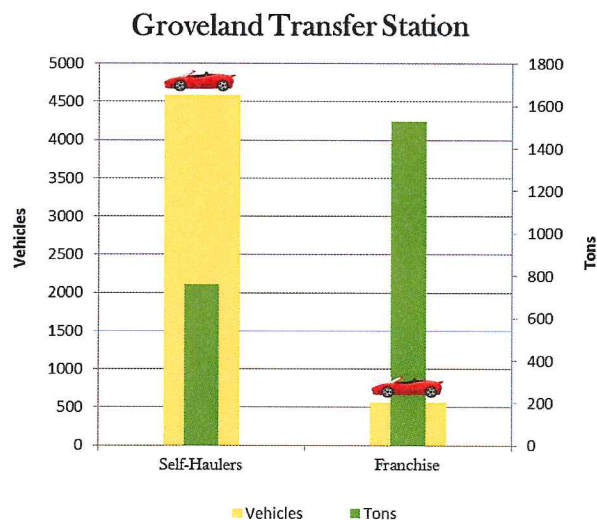
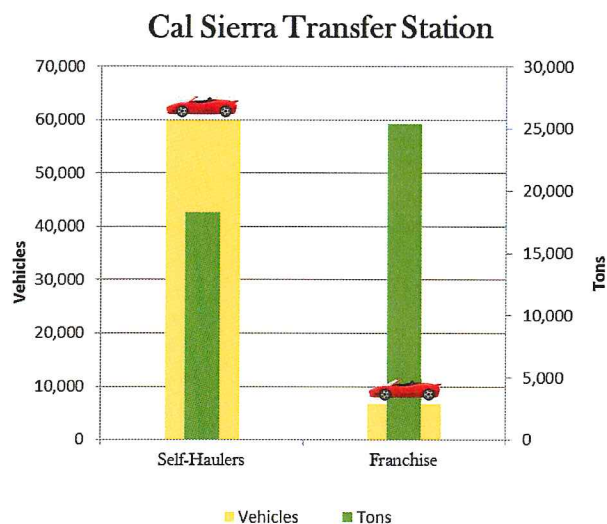
- Moore Bros. Scavenger Co. and Burns Refuse Service adjusted their collection rates, based on an increase in the Consumer Price Index.
- Cal Sierra Disposal exceeded its allowable return on revenue, resulting in a rate decrease for their customers.
- To help businesses comply with the Mandatory Commercial Recycling Law, Cal Sierra Disposal implemented a new commingled bin rate.
- Staff encouraged Cal Sierra to update its Inclement Weather Hotline information sheet.

Solid Waste Disposal

There are three facilities where residents can “self-haul” their trash for disposal in Tuolumne County: the Groveland Transfer Station, the Pinecrest Transfer Station, and the Cal Sierra Transfer Station in East Sonora. Franchise haulers use either the Groveland Transfer Station or the Cal Sierra Transfer Station. Waste from Pinecrest and Groveland is brought to Cal Sierra Transfer Station for consolidation where the waste is loaded into transfer trucks and hauled to the Highway 59 Disposal Site, a landfill in Merced County.



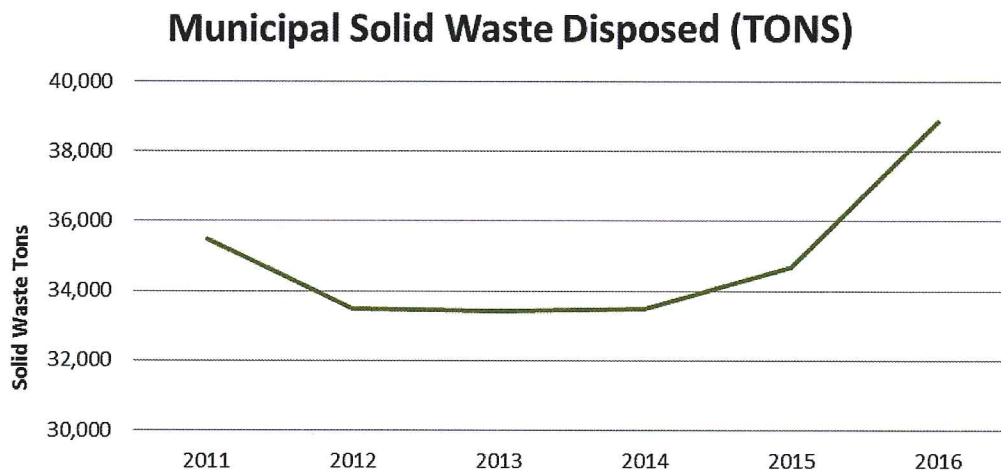
Collection service by franchise haulers has several benefits over self-haulers. Commercial service may reduce greenhouse gases. Operational costs are reduced when transfer station staff manage fewer large loads dumped directly on the tipping floor. Also, large loads are weighed; therefore, disposal charges are more accurate. The graphs below offer a snapshot of disposal trips and tonnage at the Cal Sierra and Groveland Transfer Stations:



2016 Highlights

- The Pinecrest Transfer Station closed temporarily in November of 2015 and reopened in August of 2016, after necessary safety repairs were completed. Drainage and pavement repairs are pending in 2017.
- The hours of operation for the Pinecrest Transfer Station were reduced, based on usage levels.
- The Cal Sierra Transfer Station received much needed road improvements.

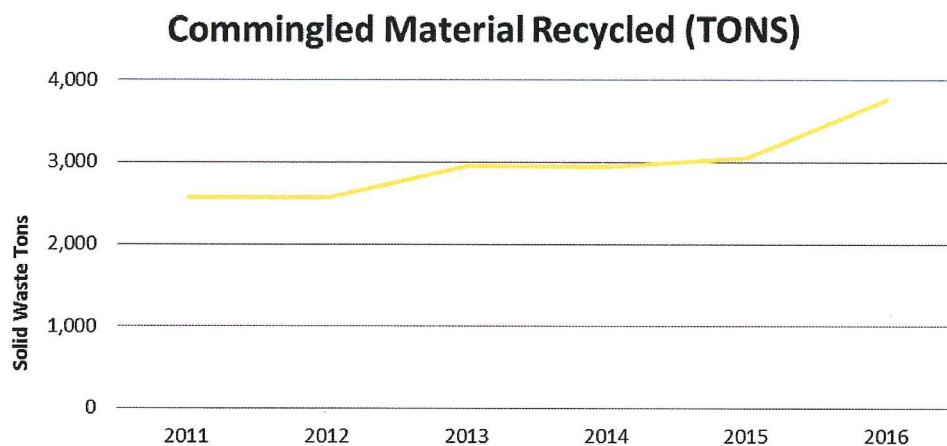
The graph below shows changes in municipal solid waste disposal quantities. From 2012 to 2014, disposal tonnage was fairly consistent. The disposal tonnage for 2016 indicates an increase by 5,381 tons or 16% since 2014.



Recycling and Diversion

Commingled recyclables are picked up “curbside,” taken to the Cal Sierra Transfer Station in East Sonora for consolidation, loaded into transfer trucks, and sent to the Central Valley Materials Recovery Facility in Lodi, where the commingled recyclables are sorted mechanically or by hand into the various commodities, baled, and sold to recyclers.

Non-recyclable items placed in the commingled containers are sent to a landfill. The disposal costs for the non-recyclable waste reduces the compensation received for the recyclables.



Other diversion opportunities include:

- Commingled drop box at Cal Sierra Recycling (scrap metal is also accepted separately).
- California Redemption Value (CRV) refunds at Cal Sierra Recycling buy-back center.
- Drop off recycling center at Moore Bros. Scavenger business office for separated recyclable items.
- Leaves, grass, wood, and inerts are diverted at the Earth Resource Facility in Sonora and the Groveland Transfer Station.

2016 Highlights

- Two supermarket recycling centers closed down in early 2016, leaving the County with only the Cal Sierra Recycling Center for customers to redeem their CRV containers for refund.
- Staff worked with Cal Sierra Disposal to clarify recycling options.
- Staff are developing a *Recycle Right* educational campaign to reduce contamination in recyclables.
- Due to the temporary closure of Ultrapower, the Earth Resource Facility (ERF) is no longer accepting untreated scrap wood waste as of October.
- The Cal Sierra Transfer Station diverted 53,980 pounds of carpet and padding, up 10,000 pounds from 2015.
- The Groveland Transfer Station began diverting mattresses in late 2016.
- 3764 tons of commingled recyclables were shipped to the Central Valley Materials Recovery Facility.
- Recycle carts were loaned out for five community events.

Recycle Right!

Recycle only:

- Beverage containers with California Redemption Value (CRV)
- Plastic #1 and #2 bottles in jar or jug form (no tubs, microwavable containers or yogurt containers)
- Cardboard or chip board, such as cereal boxes, cracker boxes or shoe boxes
- Newspaper, office paper, construction paper, junk mail and magazines
- Aluminum, steel, or tin cans
- Glass bottles, jars and jugs



Due to low marketability and the distance that recyclables must be shipped for sorting, it is not economically feasible to recycle other types of plastics.

Recyclable Household Hazardous Waste and PaintCare

The Cal Sierra and Groveland Transfer Stations operate Recyclable Household Hazardous Waste (RHHW) collection facilities as a part of their agreements with the County. The County is paid by our vendor for collected TV's, monitors, computer CPU's, and lead acid batteries, helping to offset the recycling costs of fluorescent lamps, single use batteries, and antifreeze. The recycling of oil and oil filters is paid for through the state's oil payment program.

2016 RHHW Highlights:

Through November, 2016, RHHW sent for recycling:

- 226,052 pounds of TVs, monitors, and miscellaneous electronics
- 10,396 pounds of fluorescent lamps and single use single use batteries
- 19,176 pounds of lead acid batteries
- 321,186 pounds of paint recycled through PaintCare
- 25,280 pounds of motor oil, filters and antifreeze

Household Hazardous Waste

The Solid Waste Division held two Saturday Temporary Household Hazardous Waste (THHW) collection events, and operates the permanent Household Hazardous Waste Collection Facility one day per month. All Staff receive eight hours of Hazardous Waste Operations and Emergency Response training each year. Staff attend the training and workshops sponsored by CalRecycle every 18 months.

2016 HHW Highlights

- The Jamestown Household Hazardous Waste Collection Facility served 182 residents and 20 businesses. 22,547 pounds of waste were shipped from the facility, including 4,669 pounds of paint paid for by PaintCare.
- The Sonora Temporary Household Hazardous Waste event was attended by 225 residents and 1 business. 18,155 pounds of waste were collected, in addition to 10,750 pounds of paint, paid for by PaintCare.
- The Groveland event was attended by 56 residents. 8,010 pounds of waste was collected, including 1,699 pounds of paint, paid for by PaintCare.
- The PaintCare product stewardship program saved the County \$33,075 for all program paint products collected at the RHHW and THHW locations.

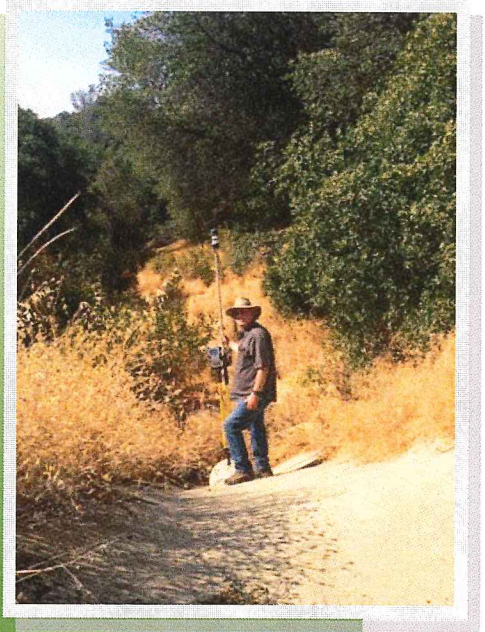


Landfill Management

Solid Waste Division staff work closely with a consultant to maintain, monitor, and submit required reports to the State for the County's two closed landfills. Staff oversees the Industrial Storm Water Permit at both landfills and performs storm water sampling, inspects the landfill after storms, and completes the Annual Storm Water Report. All data is uploaded into the State Water Quality Control Board's website, SMARTS.

2016 Highlights

- Staff met with Central Valley Regional Water Quality Board in Sacramento to discuss monitoring wells. The Water Board agreed to require 2 new monitoring wells, instead of 6, as previously directed. One additional well may be required based upon the results of water sampling of the new wells.
- The two new wells were installed at the Groveland Landfill.
- Water and non-water corrective action plans were updated.
- Minor erosion in the cap of the Groveland Landfill was repaired by staff.
- New signs were placed at the Groveland Landfill.
- The Jamestown Landfill was surveyed for repairs.
- New best management practices were placed at the Groveland Landfill to mitigate storm water runoff.



Illegal Disposal

Staff investigates complaints of illegal dumping on parcels and the roadside. When a violation of the County Ordinance Code is found, a notice is sent to the property owner, advising them of the violation. The Division also may investigates complaints of illegal dumping in dumpsters or trash receptacles.

2016 Highlights

- 43 premises violations were closed.
- 27 roadside illegal dumps cleaned up and closed.
- Secured funds from CalRecycle to pay disposal for illegal disposal cleanup beneath the Sullivan Creek Bridge.
- Staff worked closely with the Code Compliance Officer.



Before



After

Grants and Payment Programs

The **Oil Payment Program** provides the County with funding to encourage residents to recycle used oil and used oil filters, and supports the Certified Collection Centers in the County. These funds are used to promote and assist with:

- Staff training
- Used oil and filter education
- Advertising the collection locations
- Supporting the State-certified Collection Centers
- Booth rental cost at the Home and Garden Show
- Purchase and distribution of used oil and filter collection containers, which are distributed free to residents
- Providing supplies to used oil collection centers



The County received \$18,500 from the **City and County Payment Program** to promote the recycling of beverage cans and bottles, and for litter reduction.

2016 Highlights

- Recycling containers were purchased for downtown Sonora
- Recycling containers were purchased for Sonora High School
- Brought Recycling presentation, "*All That Trash*" to six elementary schools
- Regional Holiday Recycling promotion was advertised through television, radio and the newspaper
- Outreach was performed at multi-family dwellings to promote recycling and to advise owners and residents of the Mandatory Commercial Recycling law
- Outreach was performed at County departments, to educate staff to recycle correctly



The County is a participant in the **Regional Tire Amnesty Grant** with RCRC's Environmental Joint Powers Authority functioning as the lead agency. The grant funded tire amnesty collection events were held in April and October at the Cal Sierra Transfer Station and the Groveland Transfer Station. During the two events, a total of **2,709** tires were dropped off for recycling, at no cost to the customer.

Currently, the County has a **Household Hazardous Waste Grant** with funding to support various types of household hazardous waste programs, operation of facilities, and establishment and promotion of new battery and cell phone collection centers throughout the County.



2016 Highlights

- 17 locations have agreed to host battery and cell phone collection boxes.
- Since the program's inception, 351 pounds of batteries have been shipped for recycling free to customers and to the County.
- Funds help purchase items for RHHW and HHW facilities.
- Funds help to cover the costs of the Groveland HHW event.

Annual Diversion Report

Each year, the Solid Waste Division submits Electronic Annual Reports for the County and City of Sonora, confirming disposal amounts, and reporting on 40 specific diversion programs. Both the City and the County are in the midst of a four-year review cycle, covering 2012 to 2015, to determine compliance with the County-wide Integrated Waste Management Plan and the State's mandates. The results of County's and the City's four-year review will be presented at a public hearing in Sacramento, in the spring of 2017.

2016 Highlights

- Electronic Annual Reports were submitted to CalRecycle in August.
- County and City staff met with CalRecycle staff in October.
- Staff began the process to complete the Five-Year Review of the County-wide Integrated Waste Management Plan with the Local Task Force.
- Solid Waste Division staff met with the Building and Safety Division in regards to the 2017 implementation of the new CALGreen requirements.

Pounds Per Person Per Day Disposal Rate

Jurisdiction	Target Rate	Year				
		2011	2012	2013	2014	2015
County of Tuolumne	4.1	3.5	3.4	3.6	3.4	3.5
City of Sonora	7.8	5.8	5.5	3.8	5.6	5.8

As the economy improves, landfill disposal has increased. This is due in part to new construction projects in the City and the County, the lack of nearby diversion facilities for construction and demolition waste, and the temporary closure of Pacific Ultrapower in October.

GIS Division

Larry Beil,
GIS Coordinator



WHAT WE DO

The Geographic Information System (GIS) Division provides services to all CRA and County Divisions and the general public, with a focus on data management/maintenance and development of tools and products for interactive use.

Staff

The Geographic Information System (GIS) Division provides mapping, data analysis, and application-related support services for the Community Resources Agency, County government, and the general public. The GIS Division is comprised of GIS Coordinator Larry Beil, GIS Analyst Dorothea Knigge, and GIS Technician Madeline Amlin.

In 2016, the GIS Division substantially increased its available online services to assist the public and County staff, particularly in mapping and analyzing the ongoing regional drought and changing climatic conditions, and providing clear data behind the County's successful grant applications for tree mortality and water supply.



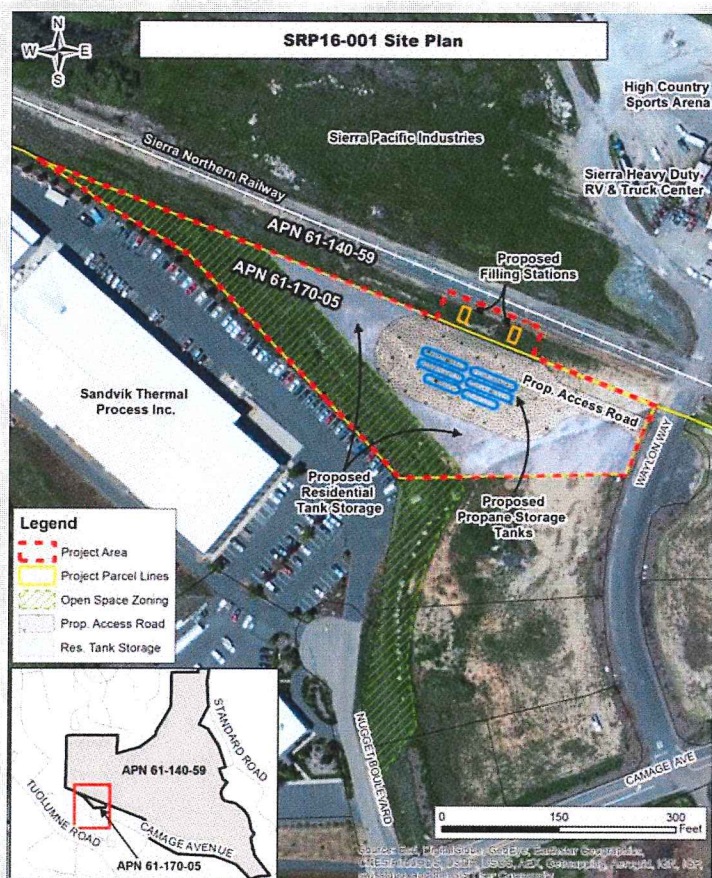
Left to right: Madeline Amlin, Larry Beil, Dorothea Knigge

Roles and Responsibilities

Tuolumne County GIS work is divided into four primary areas: data management and maintenance, GIS services for internal use, GIS services for external use, and continued development of new mapping and analysis tools and products. Data management and maintenance consumes the largest amount of staff time, as the GIS Division serves in an enterprise role as the host, manager, and maintainer of layers of spatial data, which can be assembled or shared in various configurations for specific mapping or analysis purposes. The layers of data residing on County servers are focused in two main areas: land parcel layers and road layers. Both change and evolve regularly—particularly the parcel layers, with parcel ownership, zoning, land use, or boundary data updated whenever changes are made—requiring significant monthly effort to update those data sets.

The GIS Division also continues to make its data available to the Planners at the Public Information Center through Arcview, a PC-based GIS application provided by the County's GIS software vendor. Arcview is accessible to the Counter Planner at the Information Center, or from any Planner's desktop for use when responding to questions asked by the public. It is also available to aid project planners in the preparation of agenda maps, adjoining property owner lists, and other research or analysis needs.

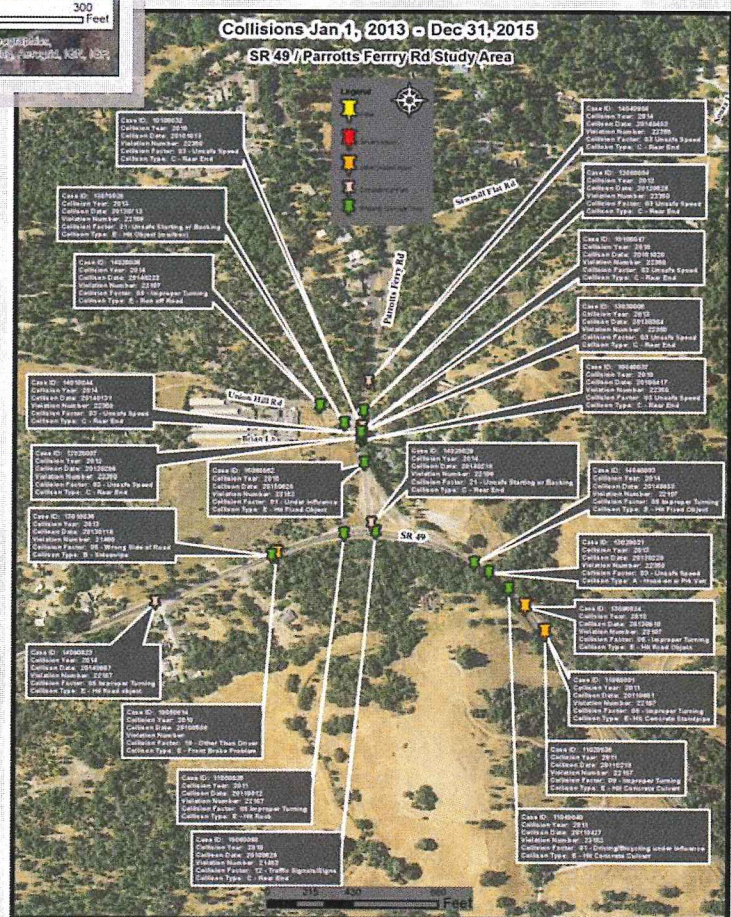
Maps, Maps, Maps.....



During the year, a significant number of map exhibits are produced by the Division for use by CRA Planning or Engineering staff. These exhibits include agenda maps, location maps, and other miscellaneous graphics for initial studies or other documents. As seen on the example to the left, these exhibits continue to evolve over time, compiling and showing more information useful for decision makers when considering projects or policy changes.

GIS Analyst Dorothea Knigge has multiple responsibilities, including providing direct support, maintenance, and development of data and exhibits. She provides direct support for transportation-related functions, for the Roads and Engineering Divisions, and the Tuolumne County Transportation Council (TCTC). She manages the TCTC website data, data related to transportation and transit services, and provides very illustrative and helpful paper maps or exhibits.

The exhibit on the right was created for the Engineering Division, for a Highway Safety Improvement Program (HSIP) grant application. It shows the location and details of vehicle accidents at a specific road intersection. This information is extremely valuable for Transportation Planning and Engineering Staff to use, when considering warrants for safety or circulation improvements on the County's road network. Clear and informational exhibits such as this make a significant contribution to the success of grants sought by the County, by graphically conveying the need and purpose of the proposed project to the grant program rater who is likely unfamiliar with the geography and infrastructure of Tuolumne County.

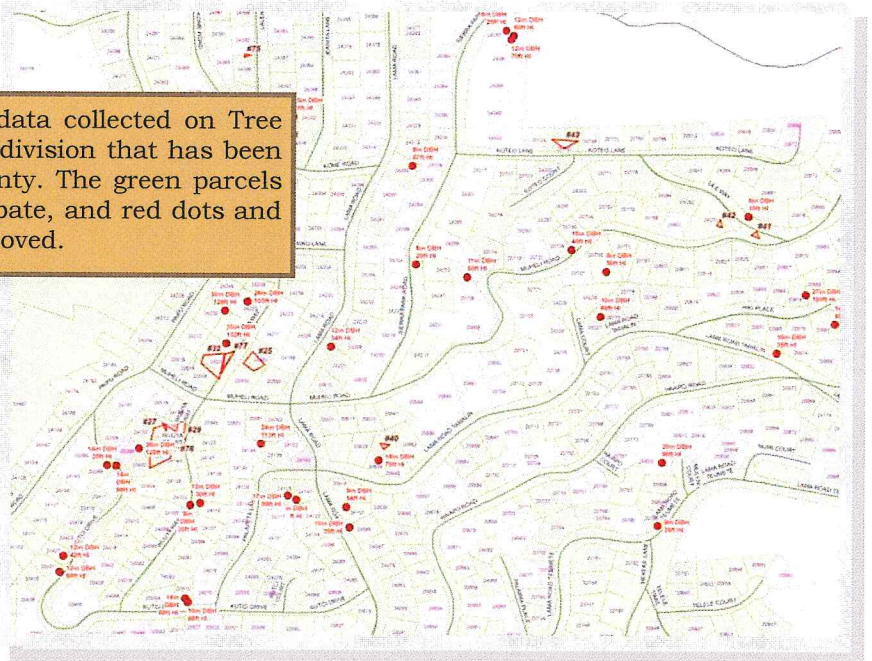


Services Provided

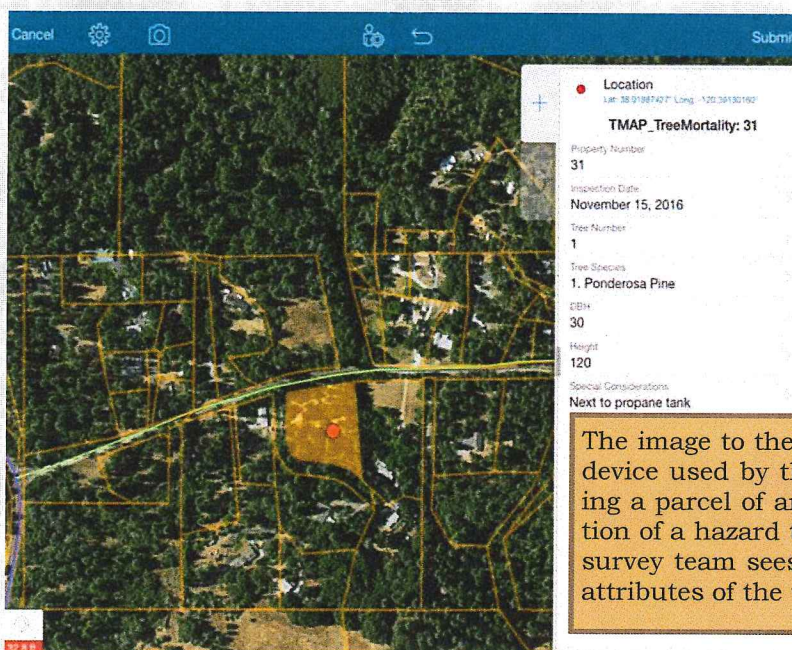
Providing public access to the County's GIS data is another primary task of the GIS Division. The general public continues to have access, with Web-based map tools, via the County's website. The GIS Division is always researching and developing more powerful or easy to use mapping applications. One area of major expansion during 2016 was the use of ArcGIS Online. The GIS Division has subscription access to use ArcGIS Online services for hosting and delivering the County's data. We can control data access, so confidentiality can be maintained as necessary. One of the ways we have been using ArcGIS Online is through an associated application called Collector for ArcGIS, which can be loaded and used on smartphones or tablet devices. The Collector app takes advantage of the GPS-like locator functions built into those devices, to allow them to be used as data collection devices to add additional points of spatial data to our data sets.

The map to the right is related to the data collected on Tree Mortality. The focus area is a major subdivision that has been surveyed by tree inspectors for the County. The green parcels are those whose owners chose to participate, and red dots and polygons represent trees slated to be removed.

Our first successful use of the Collector app came about when the ongoing regional drought conditions caused a significant number of private well failures throughout the County. During 2016, it was employed again, to map the emerging spread of drought and bark beetle infestation-related tree mortality. First, the County Office of Emergency Services used it to track dead trees which posed a hazard to County-maintained infrastructure, primarily County-maintained roads. Map tools and view-



ers were developed. Initially, mapping concentrated on properties where owners had been sent "Consent to Enter" letters from the County, to look for and possibly remove hazard trees from the property. Then, the County's tree removal contractors surveyed the consenting properties, to see if there were indeed problem trees for which the County may be responsible. The actual tree locations were added as data points with the Collector app, and information about

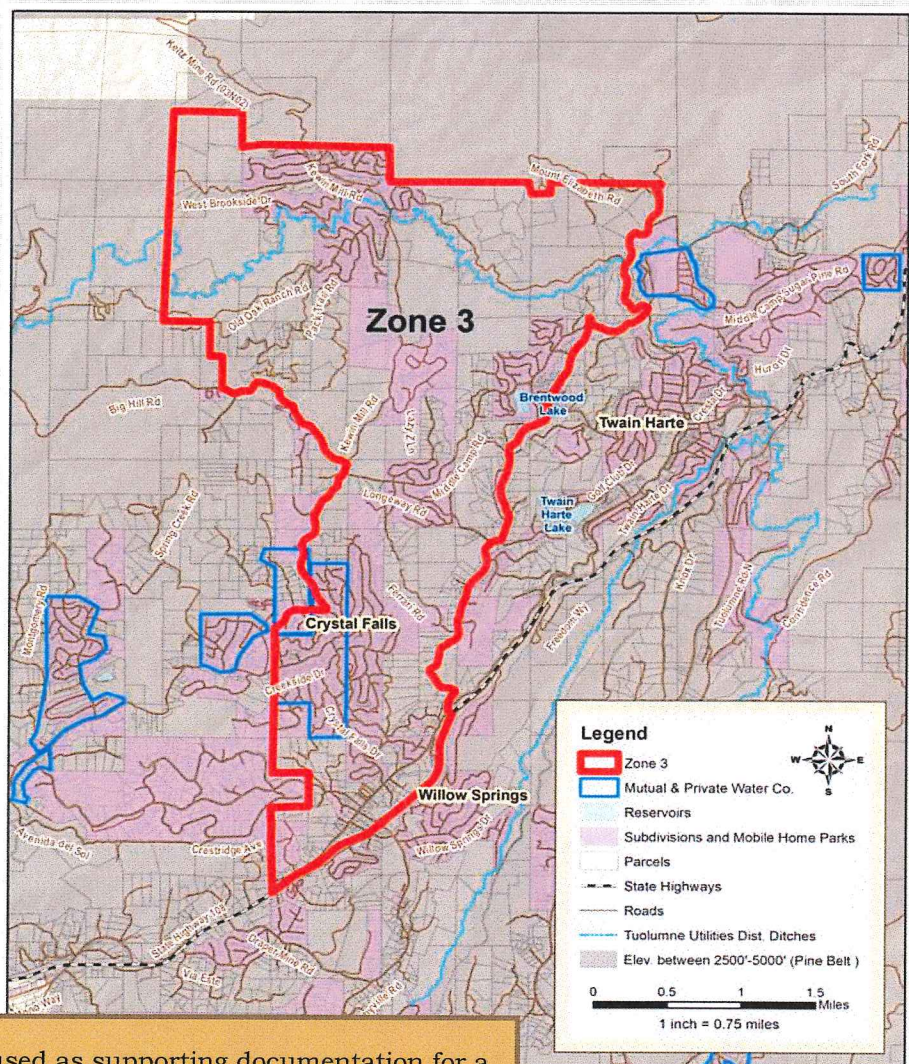


The image to the left is a screen capture from a mobile smart device used by the Tree Mortality Assistance Program, showing a parcel of an owner requesting assistance, and the location of a hazard tree to be removed. This interface is what the survey team sees in the field, as they add trees and describe attributes of the trees or the property.

the tree itself was noted. These datasets have been used for various reports, and also for use in helping potential tree removal contractors to identify the scope of work for them to prepare bids to remove the trees.

The use of ArcGIS Online and the Collector App through County GIS has now expanded to include other entities working with the County on the tree mortality issue. Initially, the Twain Harte Community Services District needed assistance to track property owner consent for survey crews' access to their properties to look for dead trees, and presently, they are also employing the Collector app towards this end. Most recently, a non-profit volunteer group known as the Tree Mortality Assistance Program, or TMAP, has formed to similarly help property owners with lower incomes who cannot pay for trees to be removed that may threaten their homes or neighbors' homes, and they have just been trained and are collecting tree locations using the same combination of GIS and smartphone technology, with the technical assistance of the GIS Division.

GIS Technician Madeline Amlin assisted the Office of Emergency Services by compiling data, and creating maps for Cal Fire State Responsibility Area (SRA) grant applications to remove dead and dying trees. Because grant application awards were limited to \$200,000 each, the County was divided into ten project area zones, and an application for each zone was prepared to maximize the amount of grant money that could be awarded to the County. Privately owned parcels, mainly within the "pine belt," were included in the defined project areas, and the County's population was divided evenly among the ten zones. The required biogeographical data for each zone, including the number of homes or habitable structures, project area acreage, and the number of acres within each



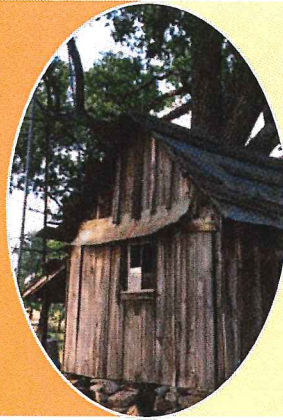
The graphic shown above was used as supporting documentation for a successful grant application that will result in funding projects to remove dead trees and other fire-prone vegetation in an area of Tuolumne County particularly hard hit by tree mortality.

SRA fire hazard classification (very high, high, moderate, and

federal lands) were calculated using GIS software. Maps detailing each project area were then prepared. All of Tuolumne County's grant applications were approved, resulting in nearly \$2.4 million in grant funds to be allocated towards the tree mortality response effort.

Housing Division

Sheila Shanahan,
Housing Program Coordinator



WHAT WE DO

The Housing Division administers the County's affordable housing programs, implements the Mobilehome Rent Control Ordinance, oversees the Inclusionary Housing Ordinance, and carries out goals and programs of the General Plan Housing Element.

2016 Housing Program Highlights

- Closed 8 First Time Homebuyer Loans = \$542,676
- Provided 8 WISH Program Down Payment Matching Grants = \$120,000
- Closed 3 Green First Time Homebuyer Loans for Habitat for Humanity Homebuyers = \$171,000
- Assisted 9 families with rental assistance and security deposits = \$34,766
- Closed 2 housing rehabilitation loans to homeowners = \$103,927
- Applied for California Affordable Housing and Sustainable Communities Funding for Valley Vista Senior Apartments = \$10,499,985
- Renovated Tuolumne Apartments and work is 98% complete = \$3,334,629
- Partnered with GRID Alternatives to raise funds for solar panels for County housing program borrowers
- Placed an Article 34 Referendum for Affordable Housing on the November 8, 2016 ballot and it was approved by voters
- Administered County Mobilehome Rent Control and Inclusionary Housing Ordinances

Housing Grants Secured in 2016

HOME Program Grant from the State Department of Housing and Community Development to fund the County's housing programs	\$500,000
Federal Home Loan Bank WISH Down Payment Matching Grant Program	\$90,000
Loan Payments to the County Revolving Housing Loan Fund	\$431,208
Total	\$1,021,416



Above: Sheila Shanahan

Staff.....The Housing Division is staffed by the Housing Program Coordinator, Sheila Shanahan, with support from the Clerical Division.

WISH Down Payment Matching Grants

The County collaborated with Oak Valley Community Bank to secure \$90,000 from the Federal Home Loan Bank's WISH (Workforce Initiative Subsidy for Homeowners) Program. Borrowers receive down payment grants of up to \$15,000 per household, matching \$3 for each \$1 contributed by the homebuyer. Sweat Equity hours are also counted as match for the program. In 2016, the County awarded eight down payment matching grants, totaling \$120,000. Oak Valley Community Bank has participated in the WISH Program with the County for the past four years.

First Time Homebuyer Program

In 2016, the County assisted eight lower-income first time homebuyers with deferred payment 30-year loans. Borrowers received up to \$85,000, and payments are deferred for 30 years, or until the borrower sells the home or is no longer in the home. The County's loans are combined with other financing, such as FHA, USDA, or conventional loans. Borrowers contribute a minimum of 3% of the purchase price. This program also allows borrowers to purchase and renovate a home. Two borrowers who purchased homes also received funds to make necessary improvements. This program helps to make homeownership possible for lower income buyers by reducing a borrower's monthly payment to an affordable level.



Home being purchased and renovated utilizing the County's First Time Homebuyer Program

Green First Time Homebuyer & Habitat for Humanity Partnership

The Green First Time Homebuyer Program provides deferred loans up to \$57,000 for borrowers purchasing homes with energy efficiency and accessibility features. The County has partnered with Tuolumne County Habitat for Humanity to provide Green First Time Homebuyer Loans to Habitat homeowners at Parrotts Ferry Village. To date, the County has assisted seventeen homebuyers, of which thirteen were Habitat homebuyers. Each received a deferred loan and \$15,000 WISH Down Payment Matching Grant. Three of these Habitat borrowers were assisted in 2016. Total assistance to date is \$1,206,000.



Green Energy Upgrade Fund



The Tuolumne County Board of Supervisors established a Green Energy Upgrade Fund at their May 17, 2016 meeting to help raise funds for energy upgrade improvements for clients participating in the County's First Time Homebuyer and Housing Rehabilitation Programs. The County is partnering with GRID Alternatives, a nonprofit organization that provides photovoltaic solar systems for qualified lower-income homeowners. Three homeowners have been selected and their solar panels are scheduled to be installed in 2017.

Housing Rehabilitation for Homeowners

This Program provides deferred, low interest (3%) loans to lower income homeowners who are not able to afford to rehabilitate their property to correct serious health and safety issues. By securing a rehabilitation loan, the household is able to remain in the home and live in a decent, safe environment. The program is particularly well suited to seniors. It also allows people with disabilities to make necessary modifications to their homes to give them increased accessibility, mobility and safety. Borrowers are encouraged to use green building methods and materials.

Last year, the County completed repairs on a manufactured home in Columbia to replace a leaking roof and windows. Work also began on the demolition and replacement of an old, dilapidated manufactured home in the Big Hill area where the roof was leaking and caving in and the foundation was collapsing. The home was demolished and the homeowner relocated while work is underway. The new home has been manufactured, and will be installed once the new foundation and other improvements are completed.



Above: Demolition of manufactured home in Big Hill

Mobile Home Rent Control

The Board of Supervisors adopted a mobile home rent control ordinance in 1995 to limit the size of rent increases park owners can charge their residents who are under rent control. Each year, the County notifies park owners of the across-the-board rent increase, which is based on the Social Security Cost of Living Adjustment (COLA). The County also collects information from park owners annually, to ensure that rent increases are properly implemented.

Rental Assistance

The County has a small rental assistance program which provides up to two years of rental assistance for very low-income renters. In 2016, the County assisted nine households with rental assistance and security deposits. The renter pays approximately 30% of their income for rent and utilities. The program targets renters who are displaced from housing due to code enforcement actions where the home was determined to be uninhabitable, or households working with a case worker who are dealing with a debilitating physical or mental illness, reunifying with their children, or overcoming other life challenges.

Drought Housing Relocation Assistance

In 2015, the County was successful in securing a \$150,000 grant to provide assistance to renters and homeowners in Tuolumne County with dry residential water wells to relocate to another residence so that the household has access to water. The program can help pay moving expenses and provide rental assistance for up to 12 months. The program is funded through the State Department of Housing and Community Development Drought Housing Relocation Assistance Program. The program continues to be offered as a resource to households impacted by the drought.

Tuolumne Apartments HOME Grant

The County was awarded \$3,334,629 from the State HOME Program through a very competitive process. Grant funds are being used to renovate Tuolumne Apartments, a 52-unit affordable family rental complex located in the community of Tuolumne. The renovation is 98% complete. The interiors of the units have been updated, the buildings now have new roofs and siding, and the heating, electrical and plumbing systems have been upgraded. The playground is being completely redone and a new community building with a community room, laundry and leasing office has replaced the old laundry room.

Housing Element

The County Board of Supervisors approved the Housing Element Update on June 3, 2014. The State Department of Housing and Community Development certified the Housing Element on August 6, 2014. The Housing Element is the only element in the General Plan that is required to be certified by the State. This document serves as a guide for housing through 2019. Staff and the Board of Supervisors Housing Policy Committee implements the policies and programs in the Housing Element. The document is available for review on the County's website at www.tuolumnecounty.ca.gov.

Article 34 Referendum

The Board of Supervisors adopted a resolution on July 19, 2016, calling for an election to be held on November 8, 2016, for the purpose of submitting to the voters a proposition that would authorize up to 60 affordable rental units to be developed, constructed or acquired with public funds each year in the unincorporated area of Tuolumne County, pursuant to Article 34 of the California Constitution. The measure received widespread community support and was approved by the voters. It will allow the County and developers of affordable housing to access additional state and federal funds for affordable rental housing development.

Measure K on November 8, 2016 Tuolumne County Ballot

Authorization for Development of Certain Categories of Housing

May affordable rental housing be developed, constructed or acquired with public funds within the unincorporated area of the County of Tuolumne in an amount that does not exceed 60 units annually, with any units not used carrying over to the next year's allotment, and only after satisfying the public review process?

For Measure K

Randy Hanvelt

Supervisor, District 2, Tuolumne County Board of Supervisors
Chair of the Board of Supervisors Housing Policy Committee

Shelly Hance

Executive Director, Amador Tuolumne Community Action Agency

Kristin Millhoff

Executive Director, Area 12 Agency on Aging

Catherine Driver

Regional Director, Mother Lode Office of Catholic Charities Diocese of Stockton

Cathie Peacock

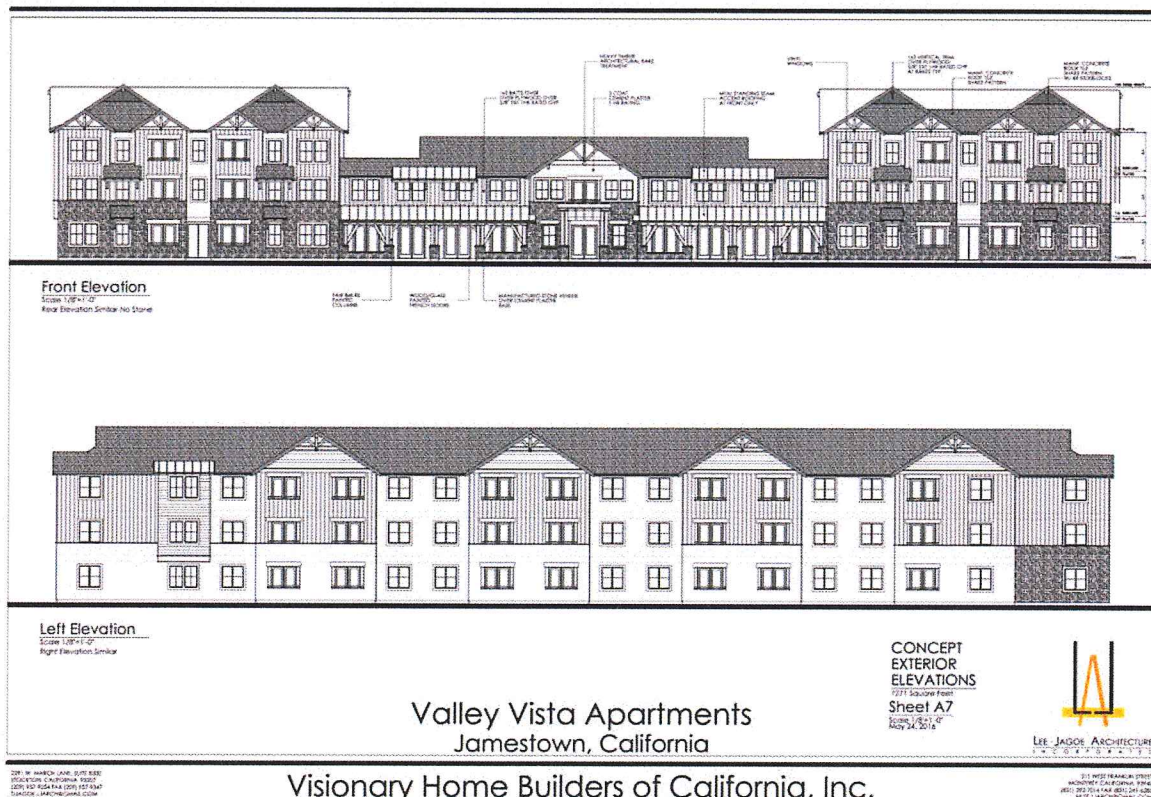
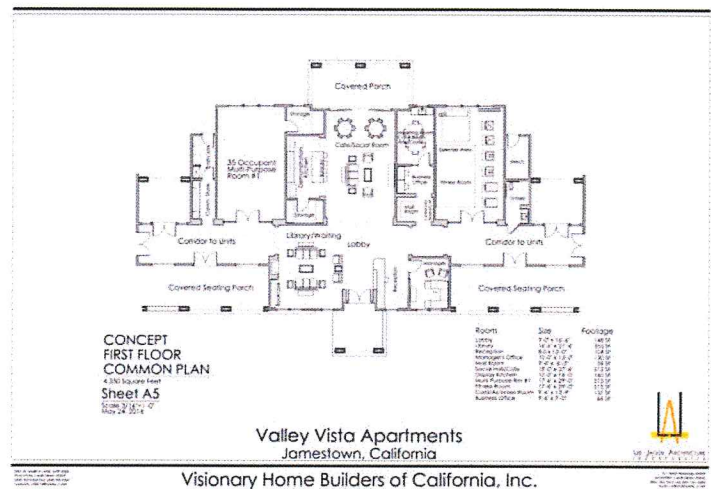
Executive Director, Interfaith Community Social Services

Inclusionary Housing

In 2012, the Board of Supervisors converted the Inclusionary Housing Ordinance, codified in Chapter 17.65 of the County Ordinance Code, from a mandatory to a voluntary, incentive-based program. Developers have the option of either providing affordable units, or paying an in-lieu fee into the County's Affordable Housing Trust Fund. The voluntary program offers incentives such as fee waivers, relaxed development standards, and density bonuses to developers who agree to set aside one or more units as affordable housing. If a developer does not wish to apply for any of these incentives, then no affordable housing or in-lieu fee is required. In 2015, a 19 lot subdivision was approved for KOR Sonora Investors, LLC and it is anticipated that in-lieu fees will be paid in 2017.

Valley Vista Senior Apartments

On June 7, 2016, the Board of Supervisors voted to co-apply for Affordable Housing and Sustainable Communities (Cap and Trade) funding in the amount of \$10,499,985 for Valley Vista Senior Apartments, an 80 unit affordable rental project which will be developed by Valley Vista Limited Liability Corporation (LLC), a partnership between Valley Vista LLC (a local developer) and Visionary Home Builders, a nonprofit affordable housing developer located in Stockton. The project was not funded, but the developers will continue to pursue other sources of funding for the project.



Commissions & Committees



WHAT WE DO

The Board of Supervisors utilizes a number of Committees and Commissions to provide advice or make decisions regarding a variety of issues, policies, and development projects.

Tuolumne County Planning Commission

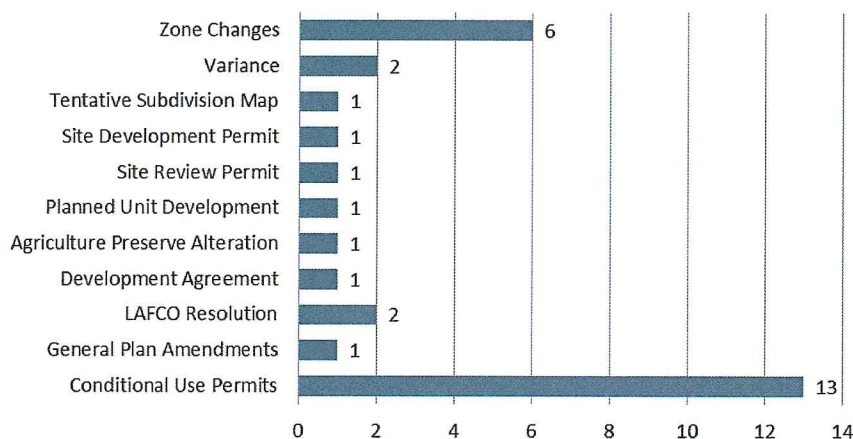
The Tuolumne County Planning Commission was established in the early 1960s, shortly after the County adopted its first Zoning Ordinance in 1959. The Commission is comprised of seven members, five of whom represent each of the County's supervisorial districts and two who serve at-large and provide countywide representation. The Commission conducted regularly-scheduled meetings throughout 2016, in the Board of Supervisors Chambers. On November 16th, the Commission conducted a public hearing in the Lake Don Pedro area due to the amount of interest in a proposed retail project in that community.

Commissioner Jerry Baker served as the Commission's Chairman during 2016. He was appointed to represent District 4 in February of 2009. Commissioner Cole Przybyla was appointed to represent District 1 in January 2015 and served as the Commission's Vice Chair in 2016. Commissioner John LaTorre, who represents District 3, joined the Commission in June 2002 and Commissioner Charlotte Frazier was appointed to represent District 5 in August 2014. Commissioner Peter Rei, who was appointed in January 2015, represents District 2. Commissioner Dick Pland was appointed as an at-large member in July 2013 and Mike Gustafson was appointed to replace the other at-large member Peggy Mosley in March, 2016.



Back row: Commissioners Peter Rei, John LaTorre, Charlotte Frazier, and Dick Pland. Front row: Commissioner Mike Gustafson, Chairman Jerry Baker, and Vice Chair Cole Przybyla.

Projects Considered by the Commission



Commissioners Baker and Frazier represented the Commission on the Board of Supervisors Planning Committee (BOSPC). Commissioner Dick Pland served as the BOSPC alternate and the Agricultural Advisory Committee representative.

The Commissioners attended training sessions, including "The Brown Act" and "AB 1234: Ethics" and the Stanislaus County Commissioners Workshop.

Building Board of Appeals

The individuals seated on the Building Board of Appeals are representatives of the construction profession. The Board currently consists of one engineer and two contractors, and there are two vacancies on the Board. The Board did not meet in 2016.

MEMBERS

Gerard Fuccillo • Donn Marinovich • Jorge Mercade • Frank Rains

One Vacant Position

Local Agency Formation Commission

The Tuolumne County Local Agency Formation Commission, also referred to as “LAFCO,” is governed by—and responsible for implementing—the Cortese-Knox-Hertzberg Local Government Reorganization Act of 2000. The LAFCO was created, in part, to encourage the orderly growth of government agencies, preserve agricultural lands, and discourage urban sprawl.



As a testament to his outstanding leadership, the Commission reelected Jack Sauls, who represents the general public, to serve as its Chairman for another consecutive year and reelected County Supervisor Randy Hanvelt to serve as its Vice Chairman. The LAFCO membership for 2016 also included Supervisor John Gray, City of Sonora representatives Ron Stearn and Jim Garaventa, and Alternate members, Supervisor Evan Royce, and City of Sonora representative, Connie Williams. Delbert Rotelli served as the Alternate for the Public Member.

The Commission conducted three meetings during 2016, during which it considered the adoption of the Fiscal Year 2016-2017 LAFCO budget, and approval of a Resolution to dissolve the Preston Lane County Service Area (CSA).

During 2016, Chairman Jack Sauls, Alternate Delbert Rotelli, and Adam Paszkowski attended the annual 2016 CALAFCO conference, which was held at Santa Barbara in October, and staff members Renee Hendry, Karen Willenberg, and Adam Paszkowski attended the CALAFCO Staff Workshop, which was held in Los Angeles in March.

LAFCO Staff	County Staff
Executive Officer	Bev Shane
Assistant Executive Officer	Mike Laird
Planners	Renee Hendry & Adam Paszkowski
Office Supervisor	Karen Willenberg
Legal Counsel	Carlyn Drivdahl

Historic Preservation Review Commission

The Tuolumne County Historic Preservation Review Commission (HPRC) is comprised of nine members of the community who, as professionals or laypeople, share the common goal of enhancing, preserving, and protecting Tuolumne County's valuable cultural resources. Members of the Commission, which meets on a monthly basis, are appointed to four-year terms by the Board of Supervisors, and are responsible for reviewing and making recommendations on land development applications on parcels located within the County's Historic and Historic Design Preservation zoning districts.

Tuolumne County has been designated as a Certified Local Government (CLG) by the National Park Service, and a Preserve America Community by the White House. The Commission played an integral part in the County's receiving these designations, and is the body responsible for implementing programs to retain these designations. The Commission also serves as an advisory agency for projects located on County-owned property that involve cultural resources, nominates historic structures or features for inclusion in the Tuolumne County Register of Cultural Resources, and applies for various grants to further historic preservation efforts in Tuolumne County.



Back row: Shelly Davis-King, Dave Wynne, Jerry Morrow, and Donn Marinovich

Front Row: Vice-Chair Lisa DeHart, Chair Terry Brejla, and Sharon Marovich

In 2016, the Commission elected Terry Brejla to serve as its Chair and Lisa DeHart to serve as its Vice-Chair. Supervising Senior Planner, Adam Paszkowski provided staff support to the Commission, and Administrative Assistant Brandy Stowers provided clerical support.

The projects the Commissioners considered during 2016 included repainting and installation of a sign at a commercial building in Jamestown, the replacement of a roof on a historic restaurant in Columbia, the installation of a single-wide manufactured home in Columbia, and reduced building setbacks to accommodate a remodel and expansion of a residence. The Commission also reviewed County projects, including the design of the façade for a retaining wall in Jamestown, the installation of a bench at the Sonora Veterans Memorial Hall, and a new monument at the Tuolumne Veterans Memorial Hall.

Meet the Commissioners...

Chair Terry Brejla has served four (4) terms since being appointed in May of 2004. She served as Vice-Chair from June 2011 to December 2015 and was elected to Chair in January 2016. Vice-Chair Lisa DeHart was appointed in May 1994 and has served eight (8) terms before being elected to Vice-Chair in January 2016. Commissioner Sharon Marovich has served ten (10) terms since being appointed in December of 1988. Commissioner Shelly Davis-King has served seven (7) terms since being appointed in April 1997. Commissioner David Wynne was appointed in 2014. Commissioners Donn Marinovich and Jerry Morrow were appointed in April and August of 2015. Commissioner Hague was appointed in February of 2016 and Commissioner Jeannette Simons was appointed in October 2016.



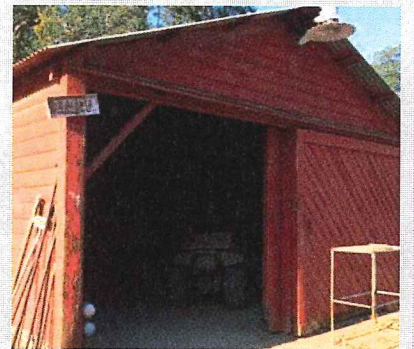
Commissioner
Charlotte Hague

Demolition Review Committee

The Historic Preservation Review Commission's Demolition Review Committee is comprised of three Commissioners who are responsible for reviewing applications for the demolition of structures that are fifty (50) years old or older. In 2016, the Committee considered and approved five applications for Demolition Permits.

The Committee's careful consideration of each demolition application includes the review of a number of documents, including photographs of the structures and their surroundings, and a description of the applicant's plans for the parcel following the demolition. The demolition process includes documentation of the structure prior to its removal, monitoring its removal, and encouraging applicants to utilize historic design elements when constructing replacement buildings, to retain the historic character of the project site.

Pictured to the right are structures approved for demolition by the Historic Preservation Review Commission's Demolition Review Committee.



Airport Land Use Commission

The Tuolumne County Airport Land Use Commission (ALUC) is responsible for reviewing development projects near Tuolumne County's two airports, Columbia Airport and Pine Mountain Lake Airport, for compliance with the Tuolumne County Airport Land Use Compatibility Plan. The Commission consists of seven members, each of whom, in accordance with Section 21670 of the Public Utilities Code, appoints his or her own proxy.

The Commissioners are members of the public who are appointed by the Mayor of Sonora, the County Airports Director, and the Board of Supervisors. The Board of Supervisors appointed Leon Liebster to the Commission, who replaced Mike Gustafson after he resigned in April 2016. Vice-Chair Clark Segerstrom and Commissioner Jim Goodrich temporarily served as Chairman.



The Commission conducted two meetings in 2016 during which it considered a zone change, a Site Development Permit for the construction of three commercial retail buildings, and a Building Permit for a wireless communication facility.

The Community Resources Director serves as the Commission Secretary and, in that role, is authorized by the Airport Land Use Compatibility Plan to review and make decisions on many land development applications. Supervising Planner Adam Paszkowski provided staff support to the Commission in 2016.

Board of Supervisors Planning Committee

The Board of Supervisors Planning Committee (BOSPC) was formed in 1979 to address policy issues related to land use and development regulations, including amendments to the Tuolumne County General Plan and to the County Ordinance Code. One of its responsibilities is to provide guidance with regard to future growth, in a manner that encourages economic growth, and promotes the enlightened stewardship of the County's natural resources and rich cultural heritage.

The Committee is comprised of two members of the Board of Supervisors, two members of the Tuolumne County Planning Commission, and three At-Large Members who represent the Citizens of Tuolumne County. The BOSPC did not meet during 2016.

Board Of Supervisors Planning Committee Roster for 2016		
Member	Representing	Alternate
John Gray, Chairman	Board of Supervisors	Sherri Brennan
Karl Rodefer, Vice Chair	Board of Supervisors	Sherri Brennan
Jerry Baker	Tuolumne County Planning Commission	Dick Pland
Charlotte Frazier	Tuolumne County Planning Commission	Dick Pland
Mark Banks	At-Large Member	N/A
Vacant	At-Large Member	N/A
Vacant	At-Large Member	N/A

Board of Supervisors Solid Waste Committee

The Board of Supervisors Solid Waste Committee serves as an advisory group to the Board of Supervisors, and is responsible for reviewing, commenting on, and recommending new policies and/or modifications to existing policy related to the collection and management of solid waste and disposal systems within the County. In 2016, Supervisors John Gray and Evan Royce served as the Committee's Chair and Vice Chair, respectively, with Karl Rodefer being the Alternate. Connie Williams was re-appointed to represent the City of Sonora, with City Administrator Tim Miller or Councilman George Segarini serving as its Alternate members.

The Committee is responsible for considering policy issues such as the makeup of franchise hauler service areas, the location and nature of disposal facilities, collection systems, methods to maximize recycling of waste, and funding for the overall solid waste system.

The Committee also serves as the Local Task Force in compliance with Public Resources Code Section 40950 for which it oversees the preparation of a 5-year waste and recycling system plan review.

The Committee conducted two meetings in 2016, during it which it considered:

- Options for operation of and repairs to the Pinecrest Transfer Station.
- Establishing new rates in Franchise Area 4 for Moore Bros. Scavenger Co., Inc.
- Establishing new rates in Franchise Areas 1 and 2.

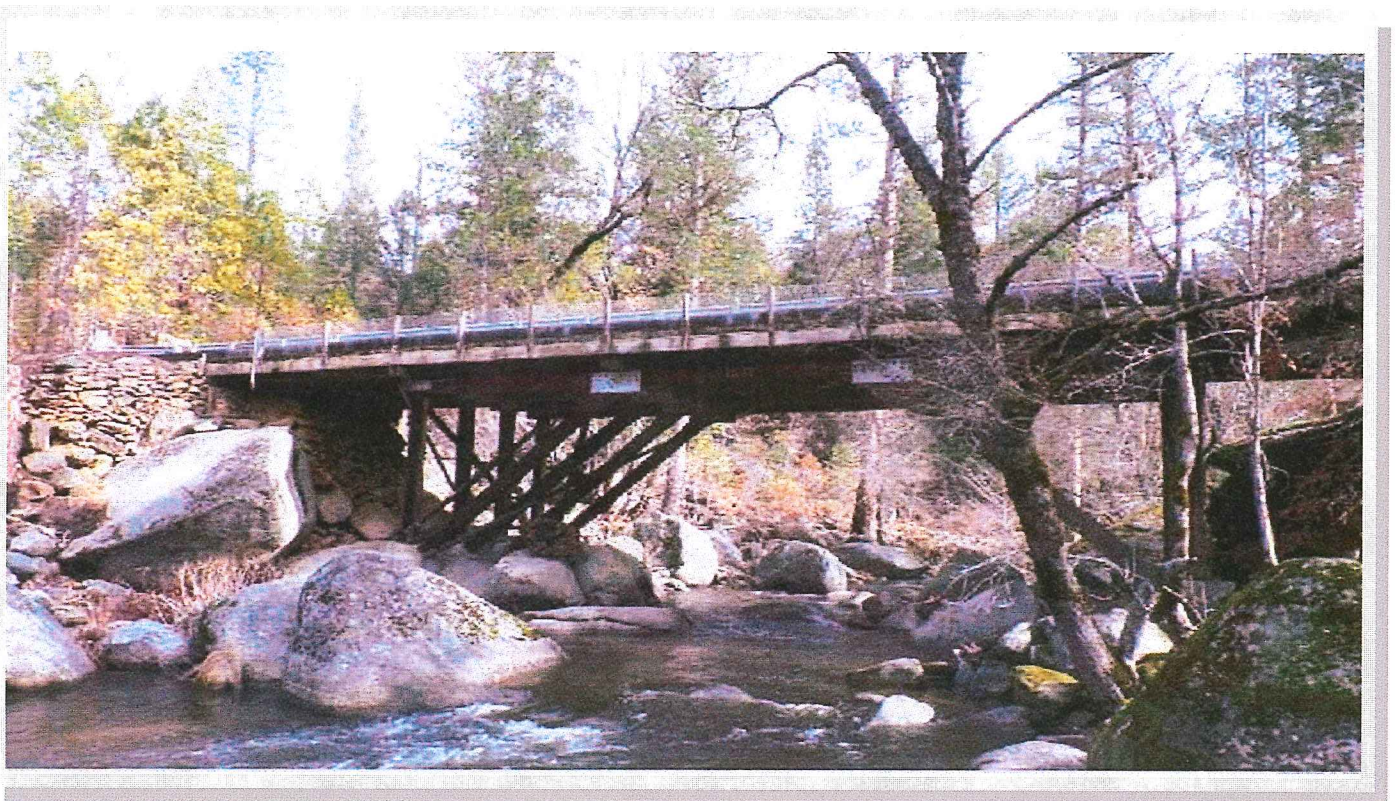


Board of Supervisors Transportation Committee

The two-member Board of Supervisors Transportation Committee serves as an advisory body to the Board of Supervisors, and is responsible for reviewing, commenting on, and recommending new policies, and/or modifications to existing policy related to:

- Standards for road design and construction, road capacity, traffic modeling, and related drainage facilities;
- County Service Areas (CSA's) and permanent road divisions (PRD's);
- Maintained public road system;
- The Regional Transportation Plan; and
- The Traffic Mitigation Fee Program.

Supervisor John Gray served as the Committee's Chairman, and Supervisor Evan Royce served as its Vice Chairman during 2016. Staff support was provided by Bev Shane, CRA Director, Duke York, Deputy CRA Director, and Tanya Allen, Supervising Engineer. Tuolumne County Transportation Council Executive Director Darin Grossi and Scott Clamp, Lieutenant Commander with the California Highway Patrol, also contributed to the meetings. At its meetings in 2016, the Committee considered and made recommendations to the Board of Supervisors regarding the Hardin Flat Road Bridge Replacement project, installation of directional signage along State Highway 120 to clearly direct motorists to Yosemite National Park, Pinecrest Recreation Area Parking Plan, update of the Tuolumne County Regional Transportation Plan, and various road projects.



Above is the Hardin Flat Road Bridge which is County's only wooden bridge. This bridge is slated for replacement due to extensive damage caused by the Rim Fire.

Housing Loan Review Committee

Committee members represent affordable housing, real estate, banking, and County development staff. They review all affordable housing loans and provide oversight to the County's affordable housing programs. In 2016, they approved the following loans and grants:

- 8 First Time Homebuyer Loans = \$542,676
- 8 WISH Program Down Payment Matching Grants = \$120,000
- 3 Green First Time Homebuyer Loans for Habitat for Humanity Homebuyers = \$171,000
- 9 families with rental assistance and security deposits = \$34,766
- 2 housing rehabilitation loans to homeowners = \$103,927

MEMBERS

Supervisor Randy Hanvelt • Alison Daniels • Mariza Cortez • Tamara Dockstader
Jamie Trimeloni • Chief Building Official Doug Oliver • CRA Director Bev Shane

Board of Supervisors Housing Policy Committee

During 2016, the Board of Supervisors Housing Policy Committee (BOSHPC) was comprised of the following seven voting members: Supervisor Randy Hanvelt who served as the Committee's Chair, Supervisor Karl Rodefer who served as Vice-Chair, Doreen Schmidt representing Area 12 Agency on Aging, Tamara Dockstader representing the Amador-Tuolumne Community Action Agency (ATCAA), Mike Lemke representing the Building Industry Association (BIA), Trinity Abila representing Habitat for Humanity, and Val Ogletree representing the Tuolumne County Association of Realtors (TCAR). Housing Program Coordinator Sheila Shahan and Administrative Assistant Taryn Vanderpan provided staff support to the Committee.

During 2016, the Committee approved a letter of support for the Valley Vista Senior Apartments project and recommended to the Board of Supervisors that the County act as co-applicant for \$10,499,985 in funding for that project through the California Affordable Housing and Sustainable Communities program. The Committee recommended to the Board of Supervisors that the County place an Article 34 Referendum on the ballot, allowing the County to access additional public funding to build affordable rental housing. The ballot measure was approved by the voters on November 8, 2016.

In response to the Committee's recommendation, on May 17, 2017, the Board of Supervisors created an Energy Efficiency Upgrade Fund to help raise funds to bring GRID Alternatives, and other energy saving technology to clients of the County's housing programs.

During several meetings in 2016, the Committee heard presentations and conducted research on the Property Assessed Clean Energy (PACE) financing program. Research will continue in 2017.

The Committee and the Tuolumne County Association of Realtors co-sponsored a Green Homeownership Expo on June 25, 2016 at the Sonora Opera Hall to promote homeownership and green residential upgrades.

After serving on the BOSHPC since its inception in 2010, Beetle Barbour and Karen Burkhardt retired in 2016.



Above: Chair Randy Hanvelt recognized Beetle Barbour for her many years of service on the BOSHPC.